

**OCTOBER 13, 2020** - ORIGINAL DATE: MARCH 30, 2020

## **COVID-19 Case On Site Procedures**

**THIS DOCUMENT OUTLINES GENERAL BEST PRACTICES.  
FOLLOW THE DIRECTIONS OF PUBLIC HEALTH PROFESSIONALS WHEN AVAILABLE.**

### **What to do when someone who has been on site is presumed or confirmed to have COVID-19**

Follow these procedures and flow chart if someone on site meets any of the following criteria:

1. Has been tested for COVID-19 in the past 10 days and the results of the test are not yet available.
2. Has tested positive for COVID-19 within the past 10 days.
3. Has developed symptoms of COVID-19 within the past 10 days and has not yet been tested for COVID-19.

This individual will be referred to as the “case”.

### **When can the case return to site?**

Until COVID-19 testing results are available, the case should not be permitted back on site until they are no longer experiencing symptoms of COVID-19 **AND** 10 days have passed since they developed symptoms. Individuals experiencing symptoms of COVID-19 must seek testing for COVID-19. If the test result is negative, they may be able to return to work before the end of the 10-day isolation period if they are no longer experiencing symptoms. If they are a close-contact of a confirmed case of COVID-19, or if they have travelled outside of Canada, they are required to isolate even if the test result is negative. Follow the guidance from medical professionals when available.

The case can use the BC COVID-19 Self-Assessment Tool (<https://bc.thrive.health/covid10/en>) or call 8-1-1 for more information about testing.

If the case is hospitalized or otherwise under the care of a medical professional, they should not return to work until the medical professionals determine that it is appropriate.

### **How should we clean the site?**

Clean and disinfect all touch-surfaces in the area where the case was present.

**Follow the BCCSA procedures for Enhanced Cleaning and Disinfection.**

If the case has tested positive for COVID-19 consider using a specialized biohazard remediation abatement company for professional disinfection.

### **Should other teams or workers be isolated?**

Identify any individuals who have been in CLOSE CONTACT with the case. These individuals may need to self-isolate for 14 days if the case tests positive for COVID-19. Follow the directions of public health contact tracers.

CLOSE CONTACT<sup>1</sup> means:

- Provided care for the case without consistent and appropriate use of PPE.
- Lives with the case.
- Had direct contact with infectious body fluids of the case (e.g. was coughed or sneezed on)
- Had close contact (within 2 meters) with the case for more than 15 minutes while the case was exhibiting symptoms or up to 48 hours before the case developed symptoms.

While awaiting testing results for the case, these close contacts may continue to work unless they develop symptoms. During this time, they should maintain physical distance (2 meters) from other workers and self-monitor for symptoms.

If the case tests positive for COVID-19 close contacts should self-isolate and monitor for symptoms for 14 days since their last contact with the case. Public Health can provide further information on what to do in the event of a positive test result.

1. Wherever possible, the case's work crew should work separately from other work crews (e.g. in a different room, on a different shift) until test results are available or, in the case of a positive test result, for 14 days after the case developed symptoms.
2. If any workers who have had close or non-close contact with the case develop symptoms, then they should also be considered as cases and the steps should be repeated.

<sup>1</sup> <https://www.canada.ca/en/public-health/services/diseases/2019-novel-coronavirus-infection/health-professionals/interim-guidance-cases-contacts.html>

### **Contact Tracing and Communication**

If the case tests positive for COVID-19, Public Health officials will conduct a public health investigation to determine if that person was at work during the time they were infectious. Follow any guidance provided by the Public Health officials at this time. The Public Health officials may require your assistance to identify and notify close contacts.

Notify all staff and any other people who were on site at the same time as the case so that they can self-monitor for symptoms.

Confidentiality matters. Keep in mind that a positive COVID-19 diagnosis is a medical diagnosis and is to be treated as having confidential medical information. Ensure that the infected employee is not identified by name as having contracted the virus.

Ensure that your employees and other people on site are aware of what has been done to protect them. Communicate what steps have been taken to disinfect the workplace to your team, along with what to do if they are having concerns.

# GUIDELINE PROCEDURES FOR COVID-19 DIAGNOSIS

