

An Employee Tested Positive- Now What?



1) Ask Your Employee

When did you start to feel sick? **Infectious period starts 2 days before onset of symptoms (or 2 days before test collection if no symptoms).** Do you recall who you were in close contact* with during your infectious period?

STEP
01

2) Contact Trace

Using interviews, schedules, video footage, walk-throughs or supervisor's observations, identify close contacts.* These people are at highest risk of infection. It is important to maintain confidentiality during this process. Educate close contacts on proper quarantine and ensure they get tested if any symptoms develop.

STEP
02

3) Quarantine & Isolate

Unless healthcare or public safety worker AND there is a critical staffing shortage:

- **Unvaccinated close contacts** must stay home for 14 days since the last exposure. Quarantine may be shortened to 10 days provided people still monitor for symptoms and wear a mask for the full 14 days. If a worker needs to end quarantine earlier, they can get a test on day 6 or 7 from last exposure. If the test is negative and no symptoms have developed, quarantine can end after 7 full days provided symptom monitoring and mask wearing continues through day 14.
- **Fully vaccinated close contacts** do not need to quarantine unless they develop symptoms, but should be tested 3-5 days following the date of their exposure and wear a mask in public indoor settings for 14 days or until they receive a negative test result. They should isolate if they test positive.

STEP
03

4) Notify Staff and/or Customers

Notifying close contacts is a must. Notifying non-close contacts is recommended. Being honest about exposures communicates transparency to staff and customers and provides an opportunity to remind people to be cautious.

STEP
04

5) How Can I Protect My Business?

Adhering to quarantine and isolation is key for keeping your business open and thriving. If you've had a positive, identify where people came into close contact and see if changes can be made. Remind staff to get vaccinated, keep their distance, wear masks, wash hands and get tested.

STEP
05

Public Health is overwhelmed by the surge in cases. We are asking businesses to conduct their own tracing. If you need assistance, contact us at 715-273-6762 (direct line) or covidbusinesshelp@co.pierce.wi.us

*Close contacts are those who were within 6 ft for 15 minutes or more TOTAL during a 24 hour period.