Notification of Employees who Test Positive for COVID-19

Determining where and how people could have been exposed to a confirmed case of COVID-19 is important to stopping the spread of the virus.

As a standard practice of our disease investigation, we contact any Jefferson County resident who has tested positive for COVID-19. Here is what we ask individuals who have tested positive during our investigation:

- Where were they during their infectious period, and
- Who did they have contact with for more than 15 minutes in a space of less than 6 feet.

If a person who tested positive for COVID-19 worked during their infectious period, we will contact their employer and provide guidance based on possible exposure risk to others at the business.

Here is our process for notifying a business if an employee tests positive for COVID-19:

- If the employee is a Jefferson County resident, we will notify the business by e-mail via the attached advisory. We will also provide other supporting documentation regarding COVID-19 and measures you can take to protect other employees.
- If the employee lives in Indiana or another county in Kentucky, the business will be contacted either by that county's local health department or the state health department. We do not receive information on individuals that reside outside of Jefferson County.
- We strive to protect the privacy of the individual to the greatest extent possible. We release the minimum amount of information necessary to prevent further illness. This may include the name, and if needed, other identifiers to help detail their time at work.

It's important to know that we are only notified of laboratory-confirmed cases. Testing capabilities are still limited. If an employee notifies you that their healthcare provider has diagnosed them with COVID-19 without a test, it's important that you treat these individuals the same as if we had notified you they were a confirmed case. This is essential to stopping further spread of the virus.

**DEPARTMENT OF
PUBLIC HEALTH
AND WELLNESS**

Sarah S. Moyer, MD, MPH
DIRECTOR

PUBLIC HEALTH ADVISORY
CORONAVIRUS DISEASE 2019 (COVID-19)

Date_____

This is to notify you that a case of 2019 novel coronavirus (COVID-19) has been diagnosed in an individual at _____ located at _____

Coronavirus disease 2019 (COVID-19) is a respiratory illness that can spread from person to person. Symptoms can show up between 2-14 days after exposure and may include fever, cough, and shortness of breath.

Currently there isn't a vaccine available for the prevention of coronavirus. However, there are simple but powerful steps all of us can take every day to protect ourselves and others from illnesses like coronavirus and the flu:

- Properly wash your hands often with soap and water for at least 20 seconds.
- Avoid touching your eyes, nose and mouth
- Cough or sneeze into your elbow or a tissue.
- Avoid contact with sick people and stay home if you are sick.
- Clean and disinfect frequently touched surfaces daily.
- Practice social distancing

If you develop a fever and symptoms, such as cough or difficulty breathing, do not go out in public, and call your healthcare provider for medical advice.

Keep this advisory to take with you to your health care provider if you develop symptoms.

If you have further questions, please refer to the Business Resource Packet included with this advisory. This information can also be found @ https://louisvilleky.gov/news/what-you-need-know-about-coronavirus