



Panhandle Health District

Healthy People in Healthy Communities

Public Health
Prevent. Promote. Protect.

Panhandle Health District



Own a Business? What to do when COVID Strikes – A Guide to Protecting Your Staff, Patrons and Persons in Your Care (PIC)

It is important that if you have an staff or PIC in your workplace with COVID-19 that you keep their name confidential

Scenarios:

1. Asymptomatic (no symptoms) staff or person in your care (PIC) who has a known exposure to COVID-19:

- Advise employee or PIC to stay home, wait 5-8 days before being tested , and remain home while waiting for test results
 - **Negative results:** advise staff or (PIC) to remain home for 14 days since the last day of exposure to determine if the virus may still be incubating in the persons system
 - **Positive results:** advise staff or (PIC) to remain home until the virus is no longer viable which means:
 - 10 days have passed since the test date

2. Symptomatic staff or PIC known or unknown exposure:

- Advise staff to be tested right away. Staff should stay home and isolate until:
 - At least 10 days since symptoms first appeared **and**
 - At least 24 hours with no fever without fever-reducing medication **and**
 - Symptoms have improved

3. Staff or PIC has lab confirmed COVID-19:

- Send staff or PIC home or encourage them to continue their home isolation
- Ask staff or PIC which people they have been in close contact* with 2 days prior to onset of symptoms or if asymptomatic 2 days prior to test date.
- Send close contacts home to isolate for 14 days to determine if they develop the illness (in a care setting such as child care this would include sending the children home for this length of time)
- Follow steps listed above: remain home for 10 days, fever free for 24 hours, and all symptoms have improved.

***CLOSE CONTACT DEFINITION:** For COVID-19, a close contact is defined as any individual who was within 6 feet of an infected person for at least 15 minutes starting from 2 days before illness onset (or, for asymptomatic patients, 2 days prior to positive specimen collection) until the time the patient is isolated.

Hayden –
Kootenai County
8500 N. Atlas Rd.
Hayden, ID
83835
208.415.5100

Sandpoint –
Bonner County
2101 W. Pine St.
Sandpoint, ID
83864
208.263.5159

Kellogg –
Shoshone County
35 Wildcat Way
Kellogg, ID
83837
208.786.7474

Bonnors Ferry –
Boundary County
7402 Caribou St.
Bonnors Ferry, ID
83805
208.267.5558

St. Maries –
Benewah County
137 N. 8th St.
St. Maries, ID
83861
208.245.4556

Consider Alerting Your Staff, Affected Clients or Parents of Clients

- ✓ As soon as possible so they can implement protective measures, remember to keep it confidential.
- ✓ Your message should include:
 - Possible dates of exposure
 - A reminder that there is community spread. Advise them to watch for symptoms which develop 2-14 days from possible exposure
 - Best methods of protection including; frequent handwashing, face coverings in public, social distancing, and frequent cleaning and disinfecting
 - Sharing what your establishment is doing (closing, cleaning, anticipated reopening)

Returning to Work or Care After COVID-19 Illness

People with COVID -19 who have stayed home (home isolated) can stop home isolation under the following conditions:

Your staff or PIC returning to work or daily care will NOT have a test to determine if they are still contagious. Viral particles that are no longer viable may be present in the bloodstream affecting the test results. They will be released from isolation after these three things have happened:

- At least 10 days since symptoms first appeared **and**
- At least 24 hours with no fever without fever-reducing medication **and**
- Symptoms have improved

Cleaning recommendations: If the staff was in the building while infectious (starting 2 days before onset of symptoms or 2 days prior to testing) and it has been less than a week since the employee was last in the building, cleaning is recommended as follows:

- **Open outside doors and windows to increase air circulation**
- **If possible, wait 24 hour before beginning cleaning and disinfection. Follow CDC instructions at <https://www.cdc.gov/coronavirus/2019-ncov/prepare/disinfecting-building-facility.html>**

- ✓ People who have been in close contact with a confirmed positive COVID-19 case should stay home for 14 days since the last day of contact with the infected individual and monitor their health
- ✓ If you have **not been in close contact** as defined above, monitor your health for 14 days since last being around the infected individual but you do not need to remain home.
- ✓ If you get sick with COVID-like symptoms, stay home and contact your healthcare provider. Please call before going so they can take preventive measures to avoid the spread of the illness to others.