**Exposure to COVID-19 Protocol for Individuals Supported**

*Revised: 8/4/2021*

For the purpose of this protocol and per the Centers for Disease Control and Prevention (CDC), an *exposure* is defined as:

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| --- | --- |
| * Living in the same household as a person who has tested positive for COVID-19
* Being within 6 feet of a person who has tested positive for COVID-19 for a period of 15 minutes (may be cumulative throughout the day)
 | * Caring for a person who has tested positive for COVID-19
* Being in direct contact with secretions (e.g. sharing utensils, being coughed on) from a person who has tested positive for COVID-19
 |

Per the CDC, being *fully vaccinated* for COVID-19 is defined as two (2) weeks after they have received the second dose of a 2-dose series (Pfizer or Moderna) or two (2) weeks after they have received a single-dose vaccine (Johnson & Johnson).

**Procedure**

1. If the HMEA site is notified of an individual exposed to COVID-19, the Program Supervisor or Nurse will notify the Vice President of Health Services or the Assistance Director of Health Services to report the exposure and obtain guidance on how to proceed.
2. The following information will need to be communicated to the Vice President of Health Services or Assistant Director of Health Services:

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| --- | --- |
| * Date of exposure
* Is the individual fully vaccinated or not?
 | * Can the individual wear a face mask?
* Does the individual have symptoms?
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1. The Vice President of Health Services or the Assistant Director of Health Services will contact the Department of Public Health (DPH) for recommendations if needed and communicate the procedure and recommendations to the Program Supervisor or Nurse.
2. The Program Supervisor or Nurse will contact the caregiver/ guardian and advise:

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| --- | --- |
| **Unvaccinated Individual:*** 1. **Testing Option:**
* Full 10-day quarantine
* Get COVID-19 tested 3-5 days after the last day of exposure
* If negative test results and no symptoms of COVID-19 (and no household members tested positive) may return to program after full 10- day quarantine
	+ HMEA requires a copy of the test result
	1. **Quarantine Option:**
* Full 14-day quarantine if not testing OR testing ***before*** day 3 from last exposure
* May return to program after a 14-day quarantine if no symptoms of COVID-19 and no one in the household tested positive
 | **Fully Vaccinated Individual:*** No quarantine is required
* Must wear a mask while at the program or out in public
	+ If unable to wear a mask, must be out of program for 10-days
* Recommend COVID-19 testing 3-5 days after the last day of exposure to identify if there is a breakthrough case and protect those around you in case you have been infected
* If symptoms develop or a household member tests positive/develops symptoms, then the individual must remain home and get a COVID-19 test
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***If at any time the individual tests positive for COVID-19, see the ‘Confirmed Case of COVID-19 Protocol’***

**Exposure to COVID-19 Protocol for Employees**

*Revised: 8/4/2021*

For the purpose of this protocol and per the Centers for Disease Control and Prevention (CDC), an *exposure* is defined as:

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| --- | --- |
| * Living in the same household as a person who has tested positive for COVID-19
* Being within 6 feet of a person who has tested positive for COVID-19 for a period of 15 minutes (may be cumulative throughout the day)
 | * Caring for a person who has tested positive for COVID-19
* Being in direct contact with secretions (e.g. sharing utensils, being coughed on) from a person who has tested positive for COVID-19
 |

Per the CDC, being *fully vaccinated* for COVID-19 is defined as two (2) weeks after they have received the second dose of a 2-dose series (Pfizer or Moderna) or two (2) weeks after they have received a single-dose vaccine (Johnson & Johnson).

 **Procedure**

1. An employee will notify their direct supervisor if they were exposed to COVID-19.
2. The supervisor will contact both Human Resources (HR) and the VP of Health Services and await next steps.  If the employee is not vaccinated, they cannot continue to work and must be sent home.  If the employee is fully vaccinated, they can continue to work while wearing a mask.
3. If needed, the Vice President of Health Services or the Assistant Director of Health Services will contact the Department of Public Health (DPH) for guidance on quarantine for other individuals and staff.
4. If the employee is unvaccinated and was sent home, HR will contact the employee directly and advise:

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| --- | --- |
| **Unvaccinated Employee:*** Full 10-day quarantine
* Get COVID-19 tested 3-5 days after the last day of exposure
* If negative test results and no symptoms of COVID-19 (and no household members tested positive) may return to work after full 10- day quarantine
* HR requires a copy of the test result
 | **Fully Vaccinated Employee or** **an Asymptomatic Health Care Professional Employee (Day Services & Residential):*** No quarantine is required and still able to work with PPE
* Must wear a mask while at the work and in any public spaces
* Get COVID-19 testing 3-5 days after the last day of exposure to identify if there is a breakthrough case and protect those around you in case you have been infected
* If symptoms develop or a household member tests positive/develops symptoms, then the employee must remain home and get a COVID-19 test
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1. The employee must send HR a copy of his/her test results in order to return to work. The test must be a viral COVID-19 test (i.e. PCR test).
2. If at any time an employee tests positive for COVID-19, follow the *‘Confirmed Case of COVID-19 Protocol’*

***Note: HR will notify any employee that was exposed to COVID-19 in the workplace.***