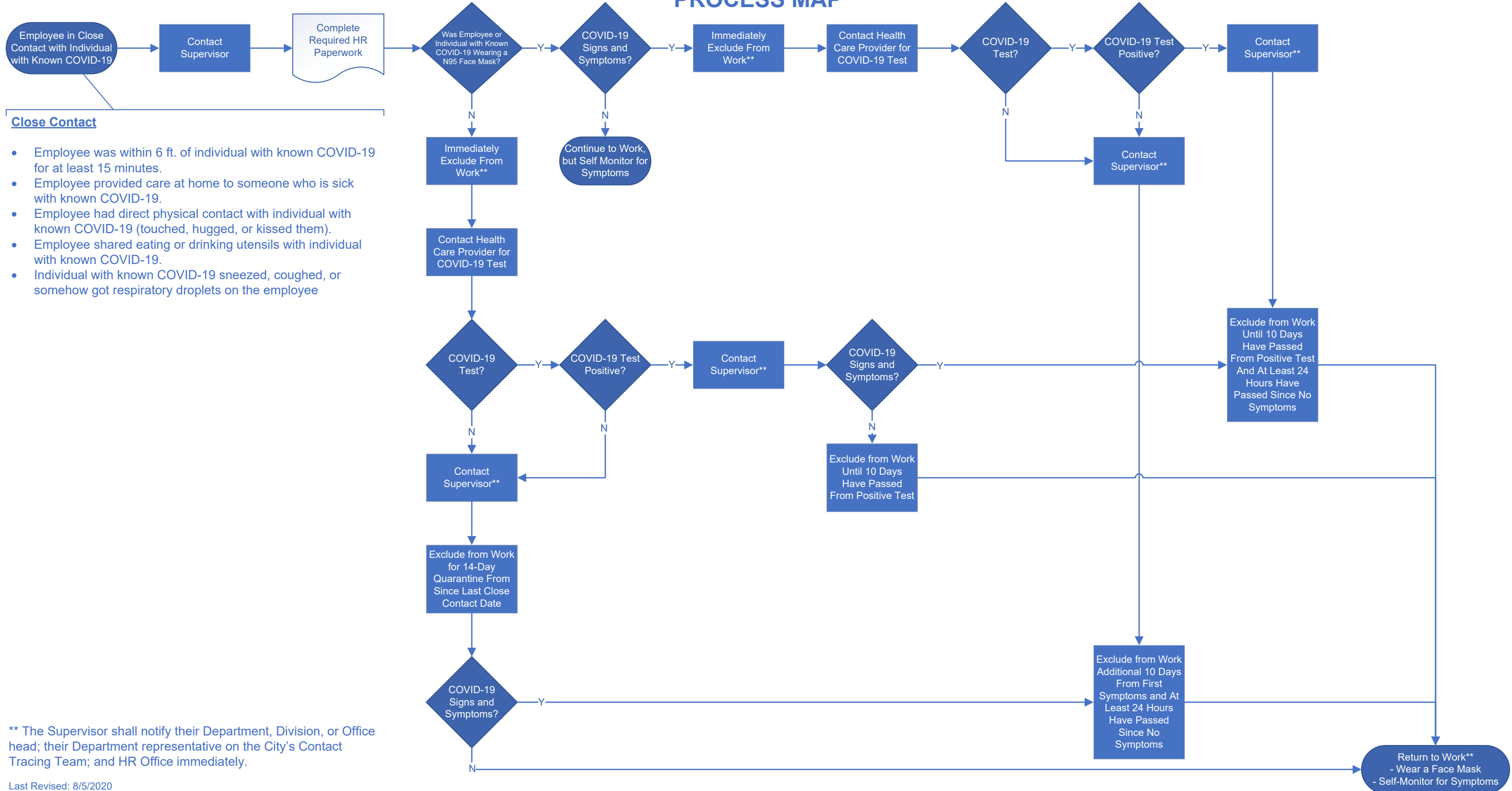




## EMPLOYEE IN CLOSE CONTACT WITH INDIVIDUAL WITH KNOWN COVID-19

### PROCESS MAP



- Close Contact**
- Employee was within 6 ft. of individual with known COVID-19 for at least 15 minutes.
  - Employee provided care at home to someone who is sick with known COVID-19.
  - Employee had direct physical contact with individual with known COVID-19 (touched, hugged, or kissed them).
  - Employee shared eating or drinking utensils with individual with known COVID-19.
  - Individual with known COVID-19 sneezed, coughed, or somehow got respiratory droplets on the employee

\*\* The Supervisor shall notify their Department, Division, or Office head; their Department representative on the City's Contact Tracing Team; and HR Office immediately.