## COVID-19 | EXPOSURE PROTOCOL

### PRIMARY EXPOSURE

**Employee has symptoms or is in direct contact with someone who has tested positive for COVID-19.**

**QUARANTINE**

Follow recommendations of health professionals. Employee can only return to work after meeting CDC’s *How To Discontinue Home Isolation* — 14 days of quarantine and 72-hours fever free with no medication, and your other symptoms have improved, or 2 negative tests completed 24 hours apart.

**NOTIFY** your direct supervisor. Your supervisor will engage your business unit leader, client/office manager and the Rapid Response Team.

**IDENTIFY** team members who have been in **DIRECT contact** with you.

- Direct contact means being within 6 feet of the employee, or shared regular touch surfaces with the employee
- Supervisor will refer team members to primary exposure steps

**CLOSE FOR CLEANING**

Temporarily close the office/worksite to deep clean the spaces where the employee worked.

**CLEAN EMPLOYEE AREA**

Deep clean the office/work space where the employee worked.

### PRIMARY EXPOSURE

**Employee is in direct contact with a Primary Exposure OR with someone who has shown COVID-19 symptoms.**

**NO QUARANTINE**

Employee should monitor their own symptoms and report daily to their supervisor. If they begin to have symptoms or if the primary exposure contact tests positive for COVID-19, employee should self-quarantine and follow Primary Exposure protocol.

**NOTIFY** the following individuals:

- Your Direct Supervisor/Project Leader
- Your Safety Representative
- RRT (RapidResponseTeam@mcdean.com)

**IDENTIFY** team members who have been in **DIRECT contact** with you.

- Direct contact means being within 6 feet of the employee, or shared regular touch surfaces with the employee
- Supervisor will refer team members to secondary exposure steps

### SECONDARY EXPOSURE

**Employee is in direct contact with a Secondary Exposure.**

**NO ACTION** unless this employee moves to secondary exposure.

**KEEP COMMUNICATION LINES OPEN**

**PRACTICE SOCIAL DISTANCING & PERSONAL HYGIENE**

### TERTIARY EXPOSURE

**Employee is diagnosed with COVID-19 or is considered a presumptive positive.**

**QUARANTINE**

Follow recommendations of health professionals. Employee can only return to work after meeting CDC’s *How To Discontinue Home Isolation* — 14 days of quarantine and 72-hours fever free with no medication, and your other symptoms have improved, or 2 negative tests completed 24 hours apart.

**NOTIFY** your direct supervisor. Your supervisor will engage your business unit leader, client/office manager and the Rapid Response Team.

**IDENTIFY** team members who have been in **DIRECT contact** with you.

- Direct contact means being within 6 feet of the employee, or shared regular touch surfaces with the employee
- Supervisor will refer team members to primary exposure steps

**CLOSE FOR CLEANING**

Temporarily close the office/worksite to deep clean the spaces where the employee worked.

### ADDITIONAL INFORMATION

Additional information, see the COVID-19 Intranet Portal on: [https://theintranet.mcdean.com](https://theintranet.mcdean.com)