## Policy

COVID-19 is a [nationally notifiable disease](https://www.hhs.gov/about/news/2020/06/04/hhs-announces-new-laboratory-data-reporting-guidance-for-covid-19-testing.html) and when diagnosed or identified, must be reported by healthcare providers and laboratories to local health departments. Contact tracing involves identifying people who are likely to get sick because of being in contact with those who have tested positive for COVID-19 and other communicable diseases.

The local health departments conduct contact tracing every day for various infectious diseases and will assist Ohio Living in contact tracing during an outbreak.

# **Procedure**

1. Once an employee is confirmed as infected with COVID-19, the local health department will be notified. Ohio Living will attempt to contact trace within the work place/facility-back 48 hours from symptoms or positive results-by asking about the person’s activities and the activities and roles of the people around them while at work since onset of illness. The local health department is responsible to contact trace all exposure outside of the facility/workplace.
   1. Contacts can be anyone who has been in contact of less than 6 feet apart, for at least 15 minutes and without appropriate PPE with an infected person.
   2. The facility or the local health department will identify every listed contact and to inform them of their contact status, what it means, the actions that will follow, and the importance of receiving early care if they develop symptoms.
   3. The local health department will triage the contacts for assignment.
      1. The contact may be advised to get a COVID-19 test and quarantine until results are obtained.
      2. The contact may be advised to self-quarantine for 10 days from last exposure if asymptomatic.
2. Once a resident is identified as confirmed COVID-19 positive the local health department will be notified.
   1. The assignment schedule will be reviewed and staff that had provided care for the resident 48 hours prior to the onset of symptoms or the positive test results will be identified.
      1. Ohio Living will verify that the staff caring for the resident were wearing PPE mask and eye protection during care.
   2. Ohio Living will identify if the infected resident had contact (less than 6 feet apart for 15 minutes or longer) with other residents and visitors.