

EMPLOYEE COVID-19 FLOWCHART

EMPLOYEE

EXPOSED TO SOMEONE WITH COVID-19

Wear a high-quality, well-fitting face mask for 10 full days from your last exposure and get tested on day 5 or sooner if symptoms begin.

Contact your supervisor

Contact your Health Care Provider for further instruction and testing if needed

TESTS POSITIVE FOR COVID-19

Do not come to campus

Contact your supervisor

Complete [COVID-19 Online Report Form](#)

Work with Human Resources on leave and return to work processes

SUPERVISOR

Notify HR that employee is in isolation



HUMAN RESOURCES

Work with supervisor and employee on remote work or leave options

Contact Facilities Management for cleaning if needed

Notify supervisor when employee is cleared to return to work