COVID-19 RECOMMENDATIONS
HAWAII DEPARTMENT OF HEALTH

WHAT TO DO IF A PERSON AT YOUR WORKSITE HAS COVID-19

If a person with COVID-19 is identified at your worksite, the Hawaii Department of Health (HDOH) will investigate to determine if the person was at work during their infectious period.

- If yes, HDOH will ask the individual and/or supervisor to develop a list of close contacts at the worksite during their infectious period.
- Supervisor should keep identity of individual confidential
- Close contacts at the worksite are defined as being:
  - Within 6 feet of a person with COVID-19 for 15 minutes or longer
  - In direct contact with secretions from a person with COVID-19 (e.g., being coughed on)
- HDOH will call close contacts to inform them of the exposure. Close contacts:
  - Must stay home and monitor their health for 14 days after last contact with the person with COVID-19
  - Should call their usual health care provider if they develop symptoms (e.g., fever, cough, shortness of breath) and inform them that they may have been exposed to a person with COVID-19
  - Respond immediately when HDOH staff contact them daily to monitor during quarantine, and notify HDOH if they develop symptoms

CLEANING AND DISINFECTION AFTER A PERSON WITH COVID-19 HAS BEEN IN THE WORKSITE

At any worksite that does not house people overnight:

- Close off areas visited by the ill person.
- Open outside doors and windows and use ventilating fans to increase air circulation in the area.
- Wait 24 hours or a long as practical before beginning cleaning and disinfection.
- Cleaning staff should clean and disinfect all areas such as office, bathrooms, common areas, shared electronic equipment (e.g., tablets, touch screens, keyboards, remote controls) used by the ill person, focusing especially on frequently touched surfaces.
  - Cleaning staff should wear disposable gloves and gowns for all tasks in the cleaning process, including handling trash
  - If gowns are not available, coveralls, aprons, or work uniforms can be worn during cleaning and disinfecting. Washable clothing should be laundered afterwards.
  - Clean hands after removing gloves, handling dirty laundry.
- If it has been more than 7 days since the person with suspected/confirmed COVID-19 visited or used the facility, additional cleaning and disinfection is not necessary.
- For more information, visit: [https://www.cdc.gov/coronavirus/2019-ncov/community/organizations/cleaning-disinfection.html#Cleaning](https://www.cdc.gov/coronavirus/2019-ncov/community/organizations/cleaning-disinfection.html#Cleaning)