

Suspected or confirmed case of COVID-19 at work

If the suspected or confirmed case of COVID-19 is at work



1. ISOLATE

Isolate the person from others and provide a disposable surgical mask, if available, for the person to wear.



2. INFORM

Ring the national COVID-19 hotline. Follow the advice of health officials.



3. TRANSPORT

Arrange transport of the person to their home or medical facility.



4. CLEAN

Clean the area where the person was working and all places they have been. This may mean evacuating those areas. Use PPE when cleaning.



5. IDENTIFY

Identify who had close contact with the person in the last 24 hours and send them home to isolate. Allow employees to raise concerns.



6. CLEAN

Clean the area where the person was working and all places they have been. This may mean evacuating those areas. Use PPE when cleaning.



7. REVIEW

Review risk management controls relating to COVID-19 and review whether work may need to change. Keep employees up to date on what is happening.

If the suspected or confirmed case of COVID-19 is not at work when diagnosed



1. INFORM

Ring the national COVID-19 hotline and follow advice of health officials.



2. IDENTIFY

Identify who had close contact with the person in the last 24 hours and send them home to isolate. Allow employees to raise concerns.



3. CLEAN

Clean the area where the person was working and all places they have been. This may mean evacuating those areas. Use PPE when cleaning.



4. REVIEW

Review risk management controls relating to COVID-19 and review whether work may need to change. Keep employees up to date on what is happening.

Remember:

- > Workers assisting the person who has suspected or confirmed with COVID-19 should be provided with appropriate PPE, if available, such as gloves and a mask. They should also follow hand hygiene procedures.
- > Be aware of privacy obligations.
- > Follow the advice of health officials at all times.