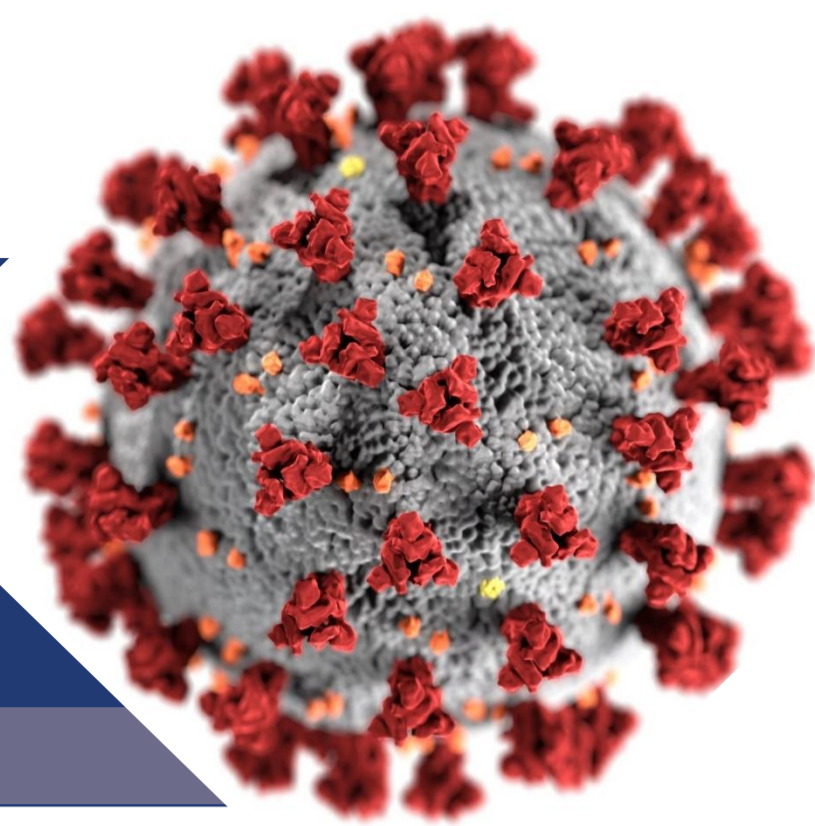


Covid-19 and Close Contacts

20 August 2020



It's important you read the following information in regards to the different levels of Covid-19 contact tracing. The following process applies, should you test positive for Covid-19 or be notified as a contact of a confirmed case.

POSITIVE/CONFIRMED CASE

The staff member will be stood down for 28 days (quarantined for two cycles) until two negative results are returned (1 after 14 days and 1 in 28 days). Staff must be cleared by the Public Health Unit (PHU) and be symptom-free before returning to work.

First Contact – Close contact

The people most at risk of catching Covid-19 are **close contacts** of the infected person. An example of a close contact is someone who lives in the same household/bubble as an infected person, or someone who has been within two metres of an infected person for 15 minutes or more.

- Staff member is to remain isolated at home and tested as soon as possible. If staff are asymptomatic they can work remotely/stand down for 14 days (from the date of the last contact with a confirmed case).
- After 12-14 days of isolation they need to be retested/re-swabbed and results must come back as negative, cleared by PHU, and symptom-free before they can return to work as normal.

Second contact – Casual contact

It is considered a **casual contact** if the staff member has been within two metres of someone with Covid-19 for less than 15 minutes **OR** has been in the same space as the infected person for longer than 15 minutes, but more than two metres away. It will also be considered a Casual Contact if a staff member has been in close contact with a person who has been in close contact with a confirmed case.

- Staff member is to remain isolated at home and can work remotely/stand down if asymptomatic for 14 days (from the date of the last contact with a confirmed case).

- Staff must be tested after 12-14 days – if results return as negative and staff are symptom-free, then they can return to work as normal.

Third contact – Staff member in contact with people considered as casual contact.

A third contact is if you've been in contact with someone who has been notified as a **casual contact** (explanation of casual contact - see above).

- Staff member is to remain at home from when advised of third contact status, and have a test completed 48 hrs following the notification. Staff member can return to work as normal following a negative result.
- They should be symptom-free and people in their household /bubble should have no symptoms (if required this should be a total stand down time of 72hrs).

Fourth contact – Staff member in contact with a third contact.

A fourth contact is if you've been in contact with someone who have been notified as a **third contact** (explanation of third contact - see above).

- You should be able to be at work unless you have symptoms.

Need to talk?

Please touch base with your managers if you have any questions. You're also welcome to contact the Staff Support Line with any questions or concerns. Please call **0800 545 353** for a confidential chat with Anna, Catherine, Lorraine, or Mandy.

Stay informed by checking the most reliable information [via the Covid-19 website](#).

Our website and the intranet will also be updated with the latest cluster travel and visit details.

For the latest updates provided to Selwyn residents and families, visit our [website](#).