

## QUICK REFERENCE: Critical Infrastructure Employees with Exposure to COVID-19 Administrative Order 20-7v4



### What to Do for Critical Infrastructure Employees with Exposure to COVID-19

In general, when Critical Infrastructure employees are Exposed to COVID-19, they should follow the procedures outlined in Administrative Order (AO) 20-7, Section IV. In some cases, however, critical staff shortages may mean that a department needs to follow adapted procedures, summarized here, to ensure adequate staffing.

#### When Adapted Procedures May be Implemented

When staffing shortages threaten the delivery of Critical Infrastructure services, the Department Head may reduce the Quarantine requirements for an employee or Contractor if:

- The employee or Contractor has had Exposure to an individual with a Confirmed Case of COVID-19, **AND**
- The employee or Contractor has **no Symptoms** of COVID-19.

#### Adapted Quarantine Procedures

- If staffing levels allow, the Quarantine period should be reduced, rather than eliminated, for the exposed employee.
- Any Critical Infrastructure Worker undergoing an adapted Quarantine is **required to get a PCR test 5 – 7 days after their most-recent Exposure**, where Day 0 is the day of their most-recent exposure.<sup>1</sup> Supervisors may ask for confirmation that the employee has scheduled or registered for PCR testing in the Day 5-to-7 window. A test prior to Day 5 **does not** meet the requirements of this order; a test after Day 7 **does** meet the requirements of this order.
- If staffing levels allow, the asymptomatic employee should Quarantine until they receive their test results. Employee must report their test results to their supervisor as soon as possible. If positive, follow AO 20-7 Section II. If negative, person may report to work following Modified Work Standards (below).
- If staffing levels do not allow for asymptomatic employee with Exposure to Quarantine until test results are received, asymptomatic employee may continue working following Modified Work Standards (below.) Employee must report their test results to their supervisor as soon as possible. If positive, follow procedures in AO 20-7 Section II. Otherwise, continue following Modified Work Standards until the end of the 14-day Quarantine period.

#### Modified Work Standards

Whenever a Department Head or designee implements an adapted Quarantine, the department must institute additional risk mitigation measures for the Exposed employee and for all members of the work unit:

- Strict enforcement of the completion of the Screening Questionnaire and Green Status certification prior to starting in-person work for the entire work unit (see [Administrative Order 20-17: COVID-19 Health Screening Policies and Procedures](#)).
- Temperature screenings **twice daily** for fever of 100.4<sup>0</sup>F or higher for the entire work unit.<sup>2</sup> First screening should be prior to starting in-person work and second screening should be completed in the middle of the shift. If any employee in the work unit reports Symptoms, follow procedures in AO 20-7 Section III.C.

<sup>1</sup> Community-based testing locations can be found here: <https://www.testupmke.com>.

<sup>2</sup> Note that the threshold for fever in healthcare workers is a temperature of 100.0<sup>0</sup>F.

## QUICK REFERENCE: Critical Infrastructure Employees with Exposure to COVID-19 Administrative Order 20-7v4



- iii. Mask requirements and physical distancing standards outlined in AO 20-14 and AO 20-1 must be rigorously enforced.<sup>3</sup>
- iv. If possible, employees in work unit should wear disposable surgical masks (not KN95 or N95 masks).
- v. Operations and work environments should be adjusted to eliminate or minimize Close Contact between the individual undergoing a adapted Quarantine and their co-workers or members of the public, such as:
  - Allowing a colleague to punch in/out for the Exposed employee.
  - Limiting the use of shared equipment and spaces.
  - Assigning Exposed employees their own office or workspace.
- vi. Departments must institute enhanced cleaning measures, including, but not limited to:
  - Exposed individuals disinfecting their work areas
  - “Airing out” shared workspaces

### **New! Employees and Contractors Exposed to COVID-19 who have had Positive Cases of COVID-19 in the past 90 days**

Individuals who have recovered from a confirmed case of COVID-19 and who are subsequently exposed to COVID-19 do NOT need to Quarantine after Exposure as long as:

- Their positive test for COVID-19 was within the past 90 days, where the day of the initial positive test was day zero; **AND**
- They have met the return to work criteria for individuals with a Confirmed Case of COVID-19 (see Administrative Order 20-7, Section II.C); **AND**
- They have no current Symptoms of COVID-19.

### **Return to Work for Individuals Exposed to COVID-19**

- Exposed individuals observing a modified Quarantine, described above, should either Quarantine and/or follow the modified Quarantine procedures for 14 days following the Exposure.

### **Important Definitions**

- **Close Contact:**<sup>4</sup> A person with Close Contact is someone who:
  - i. Was within 6 feet of an infected person for a cumulative total of 15 minutes or more over a 24-hour period starting from 2 days before illness onset (or, for an asymptomatic infected person, 2 days prior to test specimen collection) until the time the infected person is isolated. This is the definition **regardless of whether face masks or personal protective equipment (PPE) were worn by any or all individuals**, and/or
  - ii. Provided care at home to an infected person; and/or
  - iii. Had direct physical contact with an infected person (touched, hugged, or kissed them); and/or
  - iv. Shared eating or drinking utensils with an infected person; and/or
  - v. Got respiratory droplets (for example, was sneezed or coughed on) on them from an infected person.

<sup>3</sup> Most-recent version of active Administrative Orders can be found on the County website:

<https://county.milwaukee.gov/EN/COVID-19>

<sup>4</sup> For employees at work in a healthcare or medical setting, Close Contact does not qualify if the CDC-recommended PPE was used when job duties were performed.

**QUICK REFERENCE: Critical Infrastructure  
Employees with Exposure to COVID-19  
Administrative Order 20-7v4**



- **Confirmed Case of COVID-19:** A case of COVID-19 that has been confirmed through a positive test for COVID-19 OR has been confirmed by a medical professional as being a suspected case of COVID-19 based on symptoms.
- **Contractor:** For the purpose of this order a Contractor is an individual working alongside County employees as part of the overall County workforce.
- **Critical Infrastructure Worker:** The Centers for Disease Control (CDC) defines a Critical Infrastructure Worker as one needed to deliver critical services, including law enforcement, transportation, 911 call center, and others. See the [CDC guidelines](#) for a complete list
- **Exposure to COVID-19 (Exposure):** Any form of Close Contact with an individual with a Confirmed Case of COVID-19 during the last 14 days.
- **Green Status:** An individual who has no Symptoms and has had no Exposure, based on Screening Questionnaire.
- **Quarantine:** Keeps **someone who might have been exposed** to the virus away from others. When you Quarantine, you should:
  - Stay home!
  - Watch for fever (100.4°F), cough, shortness of breath, or [other symptoms](#) of COVID-19
  - If possible, stay away from others, especially people who are at [higher risk](#) for getting very sick from COVID-19
- **Screening Questionnaire:** A survey designed to assess whether an individual has Symptoms or has had Exposure. The current version of the [Screening Questionnaire](#) is posted on the County’s website.
- **Symptoms Compatible with COVID-19:** Please note that symptoms may appear from 2 to 14 days following Exposure. Also see the [CDC self-check tool](#) for identifying COVID-19 symptoms. The following symptoms may be symptoms of COVID-19 if they are new for you or if you do not commonly experience them:

○ Feverish or temperature of 100.4 <sup>0</sup> F (38 <sup>0</sup> C) or higher <sup>5</sup>	○ New loss of taste or smell
○ Chills	○ New sore throat
○ Nausea or vomiting	○ New cough
○ Diarrhea	○ Headache that is new or different for you
○ New shortness of breath or difficulty breathing	○ Unexpected fatigue
○ New congestion or runny nose	○ Unexpected muscle or body aches

<sup>5</sup> Note that the threshold for fever in healthcare workers is temperature of 100.00F.