

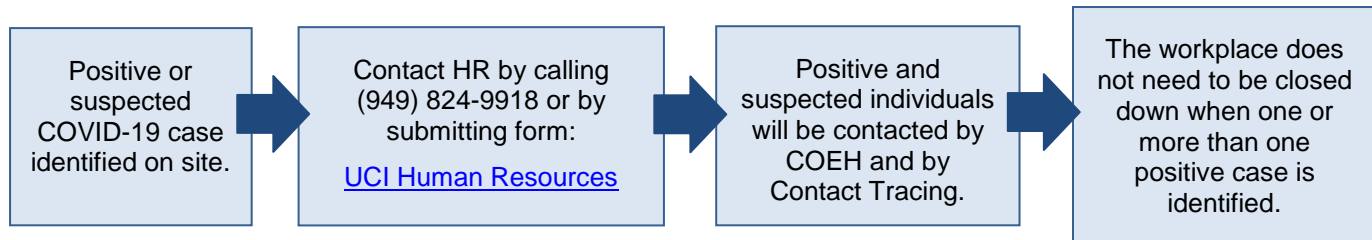
## Positive or Suspected COVID-19 Cases in the Workplace

Revised: September 9, 2021

If a positive or suspected COVID-19 individual has been identified in the workplace, HR, COEH, and Contact Tracing work together to consult with these individual(s). Departments **should not** be closing their worksite(s) based on the presence of COVID-19 suspected or positive individuals in the workplace. UCI's Contact Tracing team will reach out to the confirmed case(s), their close contacts, and provide them with isolation/quarantine restrictions, if applicable.

Contact EHS at 949-824-6200 or [safety@uci.edu](mailto:safety@uci.edu) for a decontamination strategy/options and post-decontamination occupancy approval.

The following flowchart illustrates a simplified process of what occurs when a positive individual has been in the workplace:



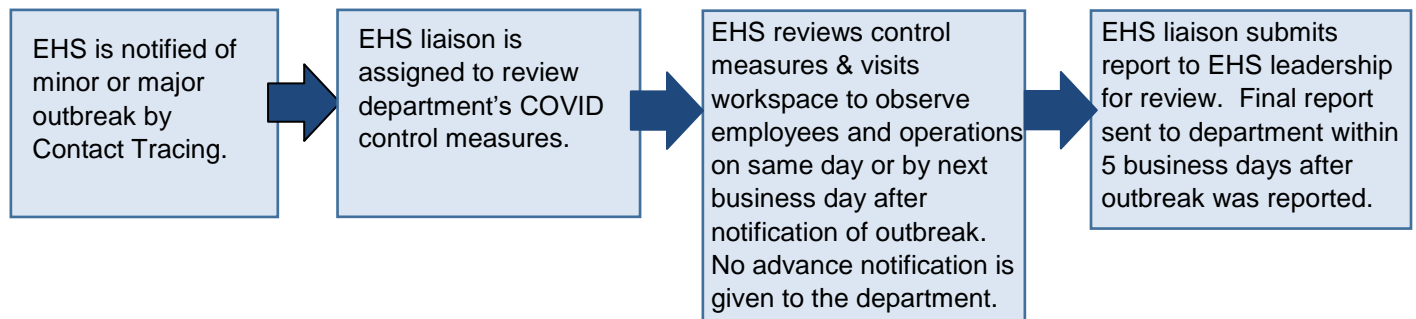
### **Minor<sup>1</sup> or Major<sup>2</sup> COVID-19 Outbreak at the Worksite**

In the event of a minor or major COVID-19 outbreak that is reported by Contact Tracing to EHS, EHS takes the following steps in response to the situation:

For minor or major outbreaks at the worksite, EHS will review the department's Return-to-Campus Unit Plan and Campus Continuation Plan, if applicable, and perform a site visit to perform observations. A report containing observations and recommendations will be sent to the department head within 5 business days of when EHS is notified of an outbreak. Specific steps are listed below under the "EHS Process Notes" section.

EHS will review department work plans every 30 days if the outbreak continues past 30 days.

The following flowchart illustrates the process that EHS takes when notified of an outbreak:



### **EHS Process Notes:**

EHS performs these internal steps to review the department's control measures and documents the process to manage outbreaks.

- EHS walkthroughs are conducted with no advance notice.
- Walkthroughs consist of observing employee and student interactions. EHS notes any potential for COVID-19 exposure(s).
- Report includes date of minor or major outbreak.
- EHS will compare UCI's COVID policies and procedures against their observations gained from the walkthrough.
- EHS will recommend corrective actions at the conclusion of the walkthrough, including potentially halting operations until corrections are made.
- EHS will document the investigation and plan review after the walkthrough is completed.
- EHS will review the department's plan every 30 days if the outbreak continues past 30 days.

### **For major outbreaks, additional elements are included for evaluation and inclusion into the investigation report:**

- Collaborate with the Industrial Hygiene Division to investigate in buildings or structures with mechanical ventilation and verify that they have the Minimum Efficiency Reporting Value (MERV) 13 or higher efficiency filters, if compatible with the ventilation system.
- Evaluate whether HEPA filtration units would reduce the risk of transmission and implement, if feasible.
- Evaluate the applicability of UCI's Respiratory Protection Program to the major outbreak workplace.

#### **Footnotes:**

1. A minor outbreak is defined as 3 or more cases in an exposed workplace within a 14-day period and continues until there are 0 cases for 14 days.
2. A major outbreak is defined as 20 or more cases in an exposed workplace within a 30-day period and continues until there are 0 cases for 14 days.