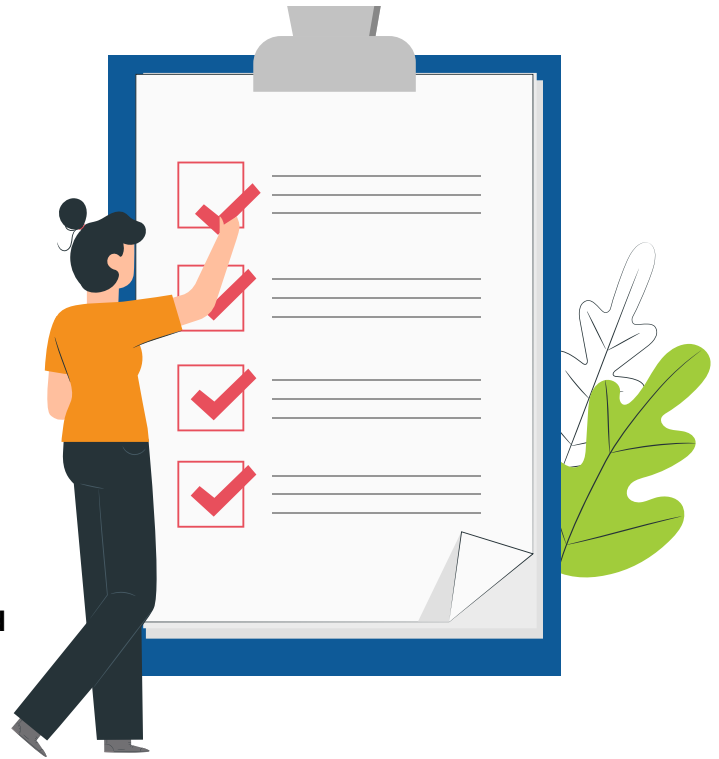


If an Employee Tests Positive: Support Your Team

Your employees and co-workers are like family, so a COVID-19 diagnosis will be challenging. During this time, be sure to keep communications open, be understanding, and show your support by being as helpful and informative as possible.

SUPPORT YOUR TEAM CHECKLIST:

- ☐ Remind affected employee(s) to seek medical care, stay home, and isolate from others in their house in a well-ventilated area, if possible.
- ☐ Remind them and their household members to wear a face mask when in contact with each other. Wash hands and disinfect high-touch surfaces often.
- ☐ Remind them to follow doctor's orders with consistent temperature and oxygen checks, hydration, and take prescribed medication. Seek immediate medical attention if they have trouble breathing or if they feel persistent chest pain.
- ☐ **Remember to keep the identities of affected employee(s) confidential, as required under various federal and state laws.**
- ☐ Share important company benefits and pay policies that may apply during this illness.
- ☐ An employee who tested positive may qualify for Workers' Compensation if the contraction was a work-related exposure and determined by State Department of Health contact tracing.
- ☐ Affected employee(s) may also qualify for paid leave benefits under the [Family First Coronavirus Response Act \(FFCRA\)](#), [Temporary Disability Insurance \(TDI\)](#), and/or other company-paid benefits.



Questions?

Call our team at **(808) 791-4900**.

This material is provided for informational purposes only and does not include state or local guidance related to COVID-19. In addition, it should not be used as legal or medical advice. Please consult a legal or medical professional for further advice.