March 19, 2020

Guidance for Shelter Settings if Staff or Clients Become Ill during COVID-19 Pandemic

All people, including employees and people receiving shelter services) are encouraged to **call their healthcare provider** or local healthcare facility if they are experiencing any symptoms of COVID-19 (fever, cough, or shortness of breath).

o   If someone who works at your shelter becomes ill and is told to self-quarantine at home by their healthcare provider:
   - Staff and people receiving services do not need to be notified that an individual that works there is currently self-quarantining unless contacted by Public Health Madison & Dane County (see below).
   - Continue operations. Utilize the screening tool, practice social distancing, and follow prevention and infection control measures.

o   If a person receiving services has symptoms, but **has not** been instructed by a healthcare provider to self-quarantine:
   - Support that person in calling a healthcare provider to determine if they need to self-quarantine or get tested. If they are told to self-quarantine, see below.
   - Provide the symptomatic person with a surgical mask and separate them from other people as much as possible. Keep all other people at least 6 feet from the symptomatic person ("social distancing").
   - Continue operations. Utilize the screening tool, practice social distancing, and follow prevention and infection control measures.*

o   If a person receiving services has symptoms, and **has** been instructed by a healthcare provider or public health to self-quarantine:
   - If they have housing, they should go home; if they are staying at emergency shelter or in an unsheltered location, follow the hotel voucher referral protocol.
   - Until the symptomatic person is able to get to the hotel, provide them with a surgical mask and separate them from other people as much as possible. Keep all other people at least 6 feet from the symptomatic person ("social distancing").
   - Continue operations. Utilize the screening tool, practice social distancing, and follow prevention and infection control measures.*

NOTE: If a person has had contact with someone instructed to self-quarantine, that person **does not** meet the requirements for self-quarantine. The person should continue to monitor themselves for symptoms and practice social distancing.

If a person tests positive for Covid-19, the local health department will be in contact with the positive individual to conduct a contact investigation. Anyone identified as a close contact to the positive case will be notified by Public Health Madison and Dane County.

*Wash hands often, avoid touching your face, cover sneezes/coughs with tissue or elbow, and sanitize frequently touched surfaces often.