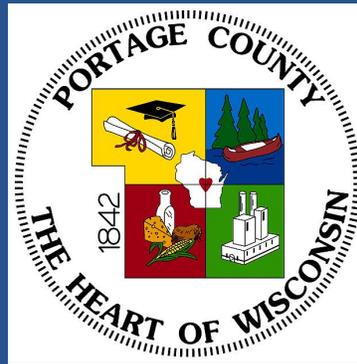


PORTAGE COUNTY CRISIS STANDARDS



As the COVID-19 pandemic continues, Portage County Health and Human Services aims to share accurate, reliable information with the public. With the significant increase in positive COVID-19 cases, public health has been working at maximum capacity and has shifted into working under crisis standards. Contact tracers aim to contact those who tested positive within 24-48 hours of receiving results. It is important for people who have tested positive for COVID-19 to take these important steps while waiting to hear from the health department:

- Isolate yourself at home (see If you Test Positive, ISOLATE).
- Notify those who are identified as close contacts (see What is a Close Contact? and How to Contact Trace).
- Contact your employer and/or any possible establishments (see What to do if COVID-19 Affects your Business).

If you have questions or would like additional guidance, please call or email our department at (715) 345-5907 or PCPublicHealth@co.portage.wi.us.

IF YOU TEST POSITIVE, ISOLATE

- Stay home - do not go to work, school, or public areas.
- Separate yourself from people and animals in your home - stay in a specific room and away from others in your home and use a separate bathroom if possible.
- Wear a face covering if you need to be around other people.
- Postpone all non-essential medical appointments until you are out of isolation.
- Self-monitor and get medical attention if symptoms get worse.
- Wash your hands often and practice good hygiene.
- Do not share personal household items (dishes, drinking glasses, eating utensils, towels, or bedding) and wash these items thoroughly after use.
- Cover your mouth and nose with a tissue when you cough and sneeze.

While you are waiting to be contacted by local public health, think of who you've been in close contact with during your infectious period. You should notify contacts, places of employment, and/or businesses you may have affected during your infectious period.

Close contact: People who had direct physical contact (hug, kiss, handshake), were within 6 ft. for a total of 15 mins. or more in a single day, and household members, including guests that stayed overnight for at least one night during your infectious period.

Infectious period: The period of time you can spread COVID-19 to others - beginning two days before your symptoms start until a few days after you recover. If you never develop symptoms, your infectious period is two days before your test date.

When is isolation over?



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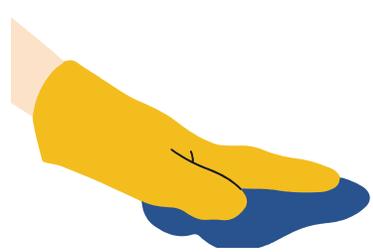


You have been fever-free for at least 24 hours without using medicine that reduces fevers

Your other symptoms have improved for at least 24 hours

At least 10 days have passed since you first had symptoms

No symptoms? You should stay isolated for at least 10 days after you were tested.



Clean and disinfect:

Clean and disinfect high-touch surfaces everyday with bleach solution, consisting of 5 tbsp. of bleach per gallon of water. Wipe solution onto surfaces and allow to air-dry. Wear disposable gloves and clean your hands immediately after.

WHAT IS A CLOSE CONTACT?

You are a "close contact" if any of the following situations happened while you spent time with a person who tested positive for COVID-19 (Positive Test Case) during their infectious period (see 'If You Test Positive, Isolate' flyer):

- Had direct physical contact with the Positive Test Case - hug, kiss, or handshake.
- Were within 6 ft. of the Positive Test Case for a total of 15 mins. or more in a single day.
- Had contact with the Positive Test Case's respiratory secretions - coughed or sneezed on; contact with a dirty tissue; shared a drinking glass, food, towels, or other personal items.
- Live with or stayed overnight for at least one night in a house with a Positive Test Case.

STEPS TO TAKE IF YOU ARE A CLOSE CONTACT:

1. Get tested.
2. Self-quarantine:
 - Stay home for 14 days after your last contact with the Positive Test Case.
 - Stay away from others in your home as much as possible, even if they are also in quarantine. Do not introduce other people to your home while someone is in quarantine.
 - Wash your hands often and practice good hygiene.
 - Wear a face covering if you have to be around others.
 - Postpone all non-essential medical appointments until your quarantine is over.
 - Check your temperature twice a day and watch for symptoms of COVID-19:
 - Cough (new onset or worsening of chronic cough)
 - Shortness of breath
 - Fever
 - Chills
 - Sore throat
 - Runny nose
 - Muscle pain
 - Headache
 - New loss of taste or smell

Since it may take up to 14 days for you to have symptoms after infection, you should self-quarantine for 14 days after you last had contact with the Positive Test Case, or for 14 days after the Positive Test Case in your household has recovered. Even if you test negative for COVID-19 during your 14-day quarantine, it is important to continue to quarantine for the full 14 days. You could have been exposed to COVID-19 at some point and not enough time has passed for the test to pick it up. You may test positive at a later date.



WHAT TO DO IF COVID-19 AFFECTS YOUR BUSINESS

POSITIVE EMPLOYEE, CUSTOMER, OR CLIENT:

1. Contact trace - identify who came into direct contact with the Positive Test Case(s) or were within 6 ft. for a total of 15 mins. or more in a single day, with or without a mask.
2. Notify close contacts (see 'What is a Close Contact?' flyer) of the exposure, keeping the identity of the Positive Test Case confidential. Require all close contacts to quarantine for 14 days after last exposure to the Positive Test Case, and provide close contacts the 'What is a Close Contact?' flyer.
3. Keep all staff informed - especially those at high risk (65 years or older or have preexisting medical conditions).
4. A toolkit for businesses is available through Public Health - email PCPublicHealth@co.portage.wi.us or call 715-345-5350 option 8.

WHEN TO NOTIFY THE PUBLIC:

If you are unable to contact trace (ex: large gathering or can't track customer/client), you may consider making a press release notifying of dates and times exposure may have occurred. If you need assistance in this situation, contact Public Health - email PCPublicHealth@co.portage.wi.us or call 715-345-5350 option 8.

CLEAN:

- Clean visibly dirty surfaces with soap and water prior to disinfection.
- Use the appropriate cleaning or disinfectant product - use an EPA-approved disinfectant against COVID-19.
- Always follow the directions on the label to ensure safe and effective use - read safety information and application instructions.
- Continue routine cleaning and disinfection.

PREVENT SPREAD:

- Disinfect high touch surfaces (door handles, menus, etc.) as much as possible.
- Encourage staff to complete pre-shift health screenings.
- Wear face coverings.
- Wash hands frequently with soap and water.
- Maintain 6 ft. of distance from those outside of your household.
- Stay home if you are ill.



HOW TO CONTACT TRACE

#1: IDENTIFY INFECTIOUS PERIOD OF POSITIVE TEST CASE

Infectious period: The period of time the person is considered most infectious.

Symptomatic individuals = begins two days before symptoms start, up to 10 days after symptoms have started or longer.

Asymptomatic individuals = begins two days before test date, up to 10 days after the test date.

#2: IDENTIFY WHO WAS IN CONTACT WITH THE POSITIVE TEST CASE DURING THAT TIME

- Had direct physical contact - hug, kiss, handshake, etc.
- Were within 6 ft. for a total of 15 mins. or more in a single day.
- Had contact with respiratory secretions - coughed/sneezed on, touched dirty tissue, shared personal items, etc.
- Stayed overnight for at least one night in a house with the person.

*Regardless of whether either person wore a mask/face covering.

#3: NOTIFY CLOSE CONTACTS AND PROVIDE INFORMATION

- Inform close contacts of their exposure to a Positive Test Case, keeping the identity of that Positive Test Case confidential.
- Provide quarantine instructions (see 'What is a Close Contact?' flyer) for close contacts. Instruct them to stay home for 14 days after last contact with the PTC who tested positive.

#4: PROVIDE TESTING RESOURCES

Advise close contacts to be tested. Encourage close contacts who are identified as high risk (65+ years old or have preexisting medical conditions) to speak with their health care provider.

*Testing resources can be found under the 'COVID-19 Testing' tab on the Portage County COVID-19 dashboard.

Household contacts to a positive case should be sent home and instructed to quarantine. Their local health department will conduct follow-up with those who are household contacts.