



## WHAT A RDC EMPLOYEE SHOULD DO IF SOMEONE has COVID-19 SYMPTOMS in the RDC COMMUNITY

STEPS		GUIDANCE
1	Ensure all individuals in the area are wearing a face covering	
2	Isolate ill Individual	Ensure ill individual is not alone
3	Send other individuals home if they had <b>Close Contact</b> with the ill individual and tell them to fill out the COVID-19 Reporting Form that can be found under the purple Health, Safety & Wellness button on the Safe RDC App.	<p><b>Close Contact</b> means other individuals had:</p> <ul style="list-style-type: none"> <li>● direct contact with infectious bodily fluids from ill individual (e.g. were coughed/sneezed on)</li> <li>● were within 2 metres of infectious bodily fluids from ill individual</li> </ul>
4	<b>Call Security at 343-4000</b>	<p>Provide the following information to security:</p> <ul style="list-style-type: none"> <li>● Location of the incident</li> <li>● Description of the incident</li> <li>● Your Name + phone number (RDC Employee calling security)</li> <li>● Name + phone number of ill individual</li> </ul>
5	Security will assess situation and contact ill individual's emergency contact/or ambulance to transport home or to the hospital	