	Employee Symptoms / Exposure Risk			
		LOW RISK	MEDIUM RISK	HIGH RISK
		Employee Symptoms/Exposure	Employee Symptoms/Exposure	Employee Symptoms/Exposure
Business Exposure Risk		Mild symptoms, possibly attributable to another health condition. No known COVID exposure. Face masks worn, hygiene and social distancing followed.	More marked symptoms, possibly not attributable to another health condition. OR Possible COVID exposure, but not confirmed and limited (<1hr within 6 ft, not a care provider, no contact with respiratory secretions). Face masks worn, hygiene, social distancing followed.	Symptoms consistent with COVID OR contact with a confirmed COVID case OR marked possible COVID exposure (>1hr within 6 ft, a care provider for a COVID case, contact with respiratory secretions). All recommended precautions – face masks, hygiene, social distancing may not have been followed.
	LOW RISK	Employee sent home per policy.	Employee sent home per policy.	Employee sent home per policy.
	Business Exposure Employee did not work for several days prior to symptoms appearing. Work is self-contained or in area with very low contact with other employees. Few to no high-touch areas contacted.	Work area and common areas cleaned and disinfected per policy. Other employees may move to work in the area or may resume work in the area once disinfecting is completed.	Work area and common areas cleaned and disinfected per policy. May consider keeping employees who were in contact at home pending medical evaluation, full contact tracing for affected employee.	 Work area and common areas cleaned and disinfected per policy. Consider additional cleaning protocols before allowing other employees to work in the area. Consider having employees who were in contact with affected employee self- quarantine and consult with their medical provider/ local health department. Leave common materials untouched for 72 hours.
	MEDIUM RISK	Employee sent home per policy.	Employee sent home per policy.	Employee sent home per policy.
	Business Exposure	Work area and common areas cleaned	Work area and common areas cleaned and	Work area and common areas cleaned and
	Employee worked the day before symptoms appeared. Work may be in an area with moderate contact with other employees. There may be in contact high-touch areas, and brief periods where social distancing cannot be practiced.	and disinfected per policy. May consider moving employees who were in contact to work in a separate area if possible, or keep them home pending medical evaluation for affected employee. Leave materials untouched for 72 hours.	disinfected per policy. Consider having employees who were in contact with affected employee consult with their medical provider/ local health department. Leave common materials untouched for 72 hours	disinfected per policy. Consider additional cleaning protocols before allowing other employees to work in the area; consider temporary shutdown of the line/area/department. Consider having employees who were in contact with affected employee self- quarantine and consult with their medical provider/ local health department.
	HIGH RISK Business Exposure Multiple employees present with symptoms. Work may be in an area with moderate to marked contact with other employees; social distancing may be difficult to practice. Common high-touch areas used and/or distributed to multiple areas of the facility.	Employees sent home per policy. All affected work areas and common areas cleaned and disinfected per policy. Consider having employees who were in contact with any affected employee consult with their medical provider/ local health department. Leave common materials untouched for 72 hours – this may require closing some portions of the operation if affected areas are widespread.	Employees sent home per policy. All affected work areas and common areas cleaned and disinfected per policy. Consider additional cleaning protocols before allowing other employees to work in the area; consider temporary shutdown of the line/area/department. Consider having employees who were in contact with affected employees self- quarantine and consult with their medical provider/ local health department.	Employees sent home per policy. Operations to consider temporary closure of wider areas of the facility or the full facility. Deep cleaning and disinfecting protocol should be implemented. Conduct full contact tracing and have employees who were in contact with affected employees self-quarantine and consult with their medical provider/ local health department.