

What should an employer do when an employee tests positive for COVID-19 and may have been in the workplace interacting with co-workers before the diagnosis was confirmed?

The employee must immediately isolate themselves and follow guidance from the appropriate regional public health officials with the New Brunswick Department of Health. In addition, the employee is required to inform his/her employer when a positive test is confirmed. The Department of Health is advising anyone who has been exposed to someone who has been diagnosed with COVID-19 to **self-monitor** themselves for 14 days.

The Department of Health will lead the process of tracing the identity of other persons that may have been exposed. Department of Health may also require the employer's assistance in the process. As the employer, you are required to:

- Cooperate with Health officials and adhere to the advice provided. Additional information on the tracing process used by Department of Health is below.
- Report the potential exposure to WorkSafeNB by email (compliance.conformite@ws-ts.nb.ca) or calling 1 800 999-9775.
- With the guidance of Health, communicate with your staff and other workplace parties about measures they must take following the potential exposure. The Department of Health will also identify if any communication is needed external to your workplace.
- Close or restrict access to the workplace to clean surfaces and equipment which the confirmed case was in contact with by following the guidelines developed by Health Canada for [Hard-surface disinfectants for use against coronavirus \(COVID-19\)](#).
- Follow any specific guidelines by the [Public Health Agency of Canada \(PHAC\)](#) and [the New Brunswick Department of Health](#) before re-occupying the workplace to comply with WorkSafeNB requirements.
- Introduce a screening process for employees re-entering the workplace if such a process does not already exist. You can find information on the screening process and a screening tool developed by WorkSafeNB [here](#).
- Re-evaluate the workplace including the preventive measures to determine if changes are required. You can consult the following WorkSafeNB web link: <https://www.worksafenb.ca/safety-topics/covid-19/employer-tool-to-slow-the-spread-of-covid-19/>) for guidance.
- If necessary, re-visit the business continuity plan.

Additional information on the difference between self-isolation and isolation can be found below:

<https://www.canada.ca/en/public-health/services/diseases/2019-novel-coronavirus-infection/prevention-risks.html#self>

https://www2.gnb.ca/content/gnb/en/departments/ocmoh/cdc/content/respiratory_diseases/coronavirus/self-isolation-vs-self-monitor.html

New Brunswick Department of Health – Public Health Contact Tracing Information

- All positive COVID-19 cases are reported to the appropriate regional public health office.
- Public Health staff contacts the individual who tested positive the same day they receive the results to inform them of their test result, provide instruction, and determine who they have been in close contact with.
- Public Health conducts a risk assessment based on a detailed interview with the individual
- Public Health staff contacts all close contacts (and the workplace if appropriate) to identify any control measures that are required to be put in place.
- If one of these close contacts tests positive, then the contact tracing process begins for that individual.

As is the case for all contact tracing of cases, Public Health nurses and teams work daily with new cases to trace the contacts and have them self isolate and if there is workplace exposure or exposure to the public, Public Health determines what communications are needed within workplaces or with the public or media outlets.