This document contains COVID-19 resources and [L&I Requirements](#) for businesses to reference.

### COVID-19 Safety Plan

L&I requirements and guidance for preventing COVID-19 for businesses mentions “Washington State’s public health emergency proclamations for COVID-19 ended on October 31, 2022; however, HELSA is still in effect and COVID-19 is still a recognized workplace hazard that employers must address.”

Resources to assist with creating a COVID-19 Prevention and Response plan:

- [Sample COVID19-Plan Template](#)
- [Guidance on Mitigating and Preventing the Spread of COVID-19 in the Workplace | Occupational Safety and Health Administration](#)

### COVID-19 Training for Employees

L&I requires businesses to “Educate workers about COVID-19 prevention in the language they understand best.”

- The Washington State Department of Labor and Industries offers this free [Coronavirus Basics Employee Training Power point](#) that you can use and modify for your training purposes.

- Your training should cover: COVID-19 signs and symptoms, How employees can protect themselves from COVID-19, What to do if sick, What to do if exposed to COVID-19, and Employer policies and procedures related to COVID-19.

- For COVID-19 resources in other languages: [COVID-19 Language Resources | Snohomish Health District, WA (snohd.org)](#)

### What to do if an employee tests positive for COVID-19 (L&I and SHD)

L&I requires “businesses to Report COVID-19 outbreaks to L&I (if the employer has 50 or more employees)”, “Notify employees of any COVID-19 exposures at work” and “Keep employees who have tested positive or are symptomatic for COVID-19 out of the workplace for at least five days or ensure effective controls are implemented”.

For step-by-step guidance when a case of COVID-19 is discovered or suspected in the workplace you can refer to [this video](#). As a brief overview, the following steps should be taken to help slow the spread:

1. Send the case home for isolation and provide the COVID-positive employee(s) with a copy of “What to do when you test positive for COVID-19,” and this Care Connect infographic.

2. Determine if the case worked while contagious and on what days.
3. Provide written notice of potential COVID-19 exposure within one business day to all workers who were at the same work site, during the contagious period, of the person who tested positive (without disclosing the person’s identity). Give each of them a copy of "What to do if you were potentially exposed to someone with COVID-19" and this Care Connect infographic. Depending on whether they have symptoms some may need to isolate*.

4. Refer to the Isolation & Quarantine Calculator or the COVID-19 Isolation & Quarantine Flow Chart to determine when it is safe for the case to return to work.

5. Employers are required to notify the Snohomish Health District *within 24 hours* if you suspect COVID-19 is spreading in your workplace or if there are two or more confirmed or suspected cases among your employees in a 14-day period. For reporting instructions, visit the section of this document that says, “How to Report suspected COVID-19 outbreaks to Snohomish Health District”.

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How To Report Suspected COVID-19 Outbreaks to Snohomish Health District

Facilities need to report COVID-19 outbreaks/suspected outbreaks by using the reporting system developed by Washington State Department of Health (DOH) for non-health care settings. The reporting instructions are below.

1. When reporting suspected outbreaks, please use this link COVID-19 Facility Outbreak Notification (clicking on the link will direct you to the reporting page). Fill out the form to register. Although it is requested you fill in all the information the **Required** tabs are noted. Once the data is inputted click “next page”.

2. On the last page you will see a section that says, "Upload file". We ask that you upload the Employer Case Reporting Spreadsheet from Snohomish Health District. Prior to completing the survey, please complete this spreadsheet as the survey will request you upload a spreadsheet to report specific details for each case reported (ensuring the required tabs on the spreadsheet are completed before submitting). Do not use the spreadsheet from DOH.

3. If you have already reported the two or more cases within a 14-day period and need to report more COVID-19 cases associated with the current suspected outbreak AND it has been within 28 days from your last report, please check your email for a WA Department of Health link so you can connect those cases to the current cases/suspected outbreak.

4. If you have questions about the instructions for reporting COVID-19 cases, please email us at SHD-COVIDEmployment@co.snohomish.wa.us.
Cleaning, Disinfecting and Sanitizing

L&I requires businesses to “Provide hand washing facilities and supplies, and regularly clean and sanitize surfaces.”

- The Centers for Disease Control and Prevention (CDC) has good instructions to follow for Cleaning and Disinfecting Your Facility
- The EPA provides a list of Disinfectants for COVID-19 and Best Cleaning Practices infographic

Personal Protective Equipment (PPE)

As of March 12, 2022, masks are no longer required to be worn in many settings*. However, L&I requires businesses to “Allow workers to voluntarily wear masks (respirators, medical procedure masks, or cloth face coverings) and personal protective equipment (PPE) as long as it doesn’t create a safety or security issue.”

For more information on masks:
- Masks and Face Coverings | Washington State Department of Health
- Common Questions Regarding Worker Face Covering and Mask Requirements | Labor & Industries
- Use and Care of Masks | CDC

*Masks continue to be required in health care settings, long-term care facilities.

Vaccine resources

How and where to get the vaccine:
- How to Get Your Shot | Snohomish Health District.
- Vaccinate WA: Find COVID-19 Vaccine Providers Near You
- Find a COVID-19 vaccine near you.
- Text your ZIP Code to GETVAX (438829) and get a reply by text with information on nearby vaccination sites, including those operated by public agencies, as well as pharmacies and other private businesses. For Spanish: Text a ZIP Code to 822862.

Testing resources

An individual should seek testing if 1) They develop COVID-19 symptoms that are unrelated to a diagnosed chronic illness or 2) They are exposed to COVID-19. For information on the recommended type of test and timeframe to test refer to this flow chart: COVID-19 Decision Trees (wa.gov)

Testing options:
- At-Home COVID Test Information | Snohomish Health District
- Additional Testing Resources | Snohomish Health District
- Testing Locations Throughout the State | Washington State Department of Health
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