



COVID-19 SITUATIONAL PROTOCOLS

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PURPOSE

Xcel Mechanical is working diligently to protect the health and safety of our employees, our project partners, and the general public by following mandates released by federal, state and local government agencies - and guidance provided by the CDC, OSHA , and the L.A. County Department of Public Health.

These “**Situational Protocols**” have been created to guide response to the COVID-19 related health scenarios outlined below.

SITUATION 1A, B, C

Employee has been in close contact with:

- A.** someone exposed to COVID-19.
- B.** someone showing symptoms of COVID-19
- C.** someone diagnosed with COVID-19.

Employee does not show symptoms.

SITUATION 2

Employee is showing symptoms of COVID-19.

SITUATION 3

Employee has been diagnosed with COVID-19.



DEFINITION OF KEY TERMS

QUARANTINE

People who have been **exposed to the COVID-19** and who are at risk for coming down with COVID-19 should practice **self-quarantine**. Health experts recommend that self-quarantine lasts 14 days. Two weeks provides enough time for them to know whether or not they will become ill and be contagious to other people. *(Source: Johns Hopkins Medicine)*

ISOLATION

For people who are **confirmed to have COVID-19, isolation is appropriate**. Isolation is a health care term that means keeping people who are infected with a contagious illness away from those who are not infected. Isolation can take place at home or at a hospital or care facility. Special PPE will be used to care for these patients in health care settings. *(Source: Johns Hopkins Medicine)*

CLOSE CONTACT

Close contact is defined as any contact closer than 6 feet for more than 15 minutes OR unprotected exposure to body fluids, for example when a person coughs or sneezes close by or when two people share a drink or eating utensil. *(L.A. County Department of Public Health)*

COVID-19 SYMPTOMS

As defined by the CDC, the symptoms to look out for are:

- Fever
- Dry Cough
- Shortness of Breath

BEST PRACTICES

There is currently no vaccine to prevent or treat COVID-19. The best way to prevent illness is to avoid being exposed to this virus. **The virus is thought to spread mainly from person-to-person, between people who are in close contact with one another (see above)**. Infection spread occurs through respiratory droplets produced when an infected person coughs, sneezes or talks. These droplets can land in the mouths or noses of people who are nearby or possibly be inhaled into the lungs. COVID-19 may be spread by people who are not showing symptoms. *(Centers for Disease Control and Prevention)*

To help keep yourself and others safe:

- Clean your hands often with soap and water for at least 20 seconds.
- Avoid touching your eyes, nose and mouth with unwashed hands
- Avoid close contact with others. Stay at home as much as possible. Stay home when sick.
- Cover your mouth and nose with a face cover when around others
- Cover coughs and sneezes
- Clean and disinfect frequently touched surfaces daily