

What can we do?

Steps for Businesses During COVID-19
Contact Tracing

Build Trust with Staff

- Owners and staff of business are faced with unfamiliar territory when dealing with staff who may test positive or are a close contact of someone with a positive COVID-19 test.
 - Alleviate fear by openly discussing concerns with your employees
 - Foster an environment that encourages staff to stay home and communicate with management if they are having symptoms instead of an environment of guilt or punishment when calling in sick.
 - Respect privacy of your staff
 - Review and revise your plan and safety measures often to help protect staff and customers.

Trust the Contact Tracing Process

- The Teton County Health Department (TCHD) is working with the State of Wyoming to ensure that we are accomplishing the best contact tracing possible.
 - We currently have 6 Case Investigators and 4 Contact Tracers working overtime to ensure we are reaching those of concern in a timely manner.
 - Confidentiality of clients is a high priority
 - We will work with your establishment to keep your staff and the public as safe as possible.

Simplified Contact Tracing – Every Case is Unique

- TCHD is informed by the WY Dept. of Health that client X has tested positive for COVID-19.
- X is notified by the TCHD and given specific instructions about isolating and offered assistance if needed. They will also be interviewed to identify close contacts.
- Contacts of X will be called directly by TCHD and instructed to quarantine.
- If your staff person is considered a close contact they will be encouraged to test. The test isn't to determine if the person is positive from the recent contact but to determine if they are already positive to identify a cluster of positives as quickly as possible. If your employee tests negative and are a close contact they will still need to quarantine for 14 days from their last exposure.

Point of Contact

- Please designate one person to be the point of contact for COVID related items.
 - Please share this internal contact with your staff.
 - This helps the Health Department by eliminating calls from multiple people from each organization.
 - Please inform staff that through contact tracing all close contacts will be identified and called by the Health Department within 72-hours to be scheduled for testing.
 - Please ask staff to not call the Health Department if they think they were a contact and want a test before that 72-hour period. Receiving multiple calls from an organization distracts from our contact tracing process.

Call List

- Create a spreadsheet of all employee's phone numbers, emails, and date of birth.
 - The Health Department may need to develop a message for employees.
 - We may ask that employers send the message to all employees.
 - We will also be able to use this list if it is determined that we need to test some or all of your staff.

State-Wide Health Orders

- Continue to follow the state-wide health orders and guidelines.

Preventative Measures to Continue:

- Separate staff into shifts or cohorts that do not interact.
- Seat people from separate households at least 6 ft. away from each other.
- Employee symptoms must be logged before shift begins. Signs and Symptoms of COVID can be mild especially in younger people. If they have any symptoms have them stay home and request a test. If they are uninsured they may call the Public Health office 733-6401 to request a voucher and if insured or can pay the \$150 for a test they can access a test through the St. John's hotline 307-739-4898 or through Emerg-a-Care.
- Wash hands often.
- Wear cloth face coverings.

Please note: If state-wide health orders reduce restrictions, businesses may still choose to maintain stricter health measures to help decrease the potential spread of COVID-19.