A drawing of a face

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## **COVID-19 Notification Form March 12, 2022 Rev. 4**

## **Please use the following table when emailing any confirmed, suspected (the worker is being tested), or close contact COVID-19 case to R&H via** [**CovidNotification@rhconst.com**](mailto:CovidNotification@rhconst.com)**.**

All R&H employees and subcontractors shall promptly inform R&H of a confirmed or suspected COVID-19 case if the person involved has been at an R&H jobsite, office or shop location in the preceding 48 hours prior to symptom onset or diagnosis.

This email account should only be used to report confirmed cases (positively tested in a lab, clinic or using an at-home test) or suspected cases if that worker was present on an R&H worksite.

Suspected cases are where the R&H employee or subcontractor has symptoms and is being tested for COVID-19 or where the worker claims to have a positive test, yet documentation may not be accessible, and subcontractor intends to manage the case as a COVID-19 case.

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| 1. Is it a suspected or confirmed positive case? |  |
| 1. Is the person that tested positive an R&H Employee?   a. If yes, what is their position? |  |
| 1. Is the person that tested positive a subcontractor? 2. If yes, what is the name of the subcontractor company? |  |
| 1. Date Reporting the Confirmed Case/ to CovidNotification@rhconst.com? |  |
| 1. What was the first day of confirmed case symptoms? What time did the symptoms start? |  |
| 1. Date of COVID-19 test? |  |
| 1. Date received positive confirmation? |  |
| 1. Share the last day the individual with a confirmed case was at an R&H site? (date, shift, time of day) |  |
| 1. Was the individual symptomatic at an R&H site? |  |
| 1. What R&H project(s) did this person work at or visit the two days (48 hours) prior to the start of symptoms (or if no symptoms a positive test)? |  |
| 1. In what areas of the above project(s) was this person working/taking breaks in the two days prior to the start of symptoms (or if no symptoms a positive test)?   a. Ex. Floor Level, Common Areas, Units, etc. |  |
| 1. What tools or equipment did the person use? |  |
| 1. Name, phone number and e-mail of person completing this table? |  |

**\*Close contact definition updated on 1/4/2022 by the CDC:**

**Close Contact through**[proximity and duration of exposure](https://www.cdc.gov/coronavirus/2019-ncov/science/science-briefs/sars-cov-2-transmission.html)**:** Someone who was less than [6 feet away from an infected person](https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/prevention.html#stay6ft) (laboratory-confirmed or a [clinical diagnosis](https://ndc.services.cdc.gov/case-definitions/coronavirus-disease-2019-2021/)) for a cumulative total of 15 minutes or more over a 24-hour period (for example, *three individual 5-minute exposures for a total of 15 minutes).* An infected person can spread SARS-CoV-2 starting 2 days before they have any symptoms (or, for asymptomatic people, 2 days before the positive specimen collection date).