

SUSPECTED COVID-19 RESPONSE GUIDE

If any of your workers or site visitors are suspected of having COVID-19, or have had contact with a suspected COVID-19 case in the last 48 hours, this must immediately be reported to the COVID-19 Healthline (0800 358 5453), the individual's manager and to the site manager.

The following steps need to be carried out to keep everyone safe on-site:

- Stop work and isolate the work areas, notify the COVID-19 Healthline and follow their guidelines. Everyone should stay on-site until further direction from the Ministry of Health.
- Report an Incident via the HazardCo App and select illness as the 'type of incident' for each positive COVID-19 case. One of the Advisory team members will get in touch with you to support you.
- Contact tracing will be completed by the Ministry of Health and any linked contacts will be notified through the COVID-19 Tracer App. Check out the [CHASNZ contact classification process](#) to understand the different contact levels.
- The site manager must inform all relevant contracting companies that there could have been an exposure to COVID-19. Anyone who was present at the date and time of the COVID-19 case will need to self-monitor for COVID-19 symptoms. Call the COVID-19 Healthline for guidance.
- Before the site can be re-opened, a full clean will need to be carried out using hospital grade disinfectant products. For further guidance regarding cleaning requirements, visit the [Ministry of Health](#) website.
- It's important to check in regularly with workers who have been impacted. There is some great advice around [workplace wellbeing during COVID-19](#) from the Mental Health Foundation.

Remember, at any time, if anyone on-site feels unwell, you should encourage them to go home and call their doctor. They can also call the COVID-19 Healthline for free, on 0800 358 5453.

For more information check out the government guidance [here](#).



HAZARDCO
HEALTH & SAFETY MADE SIMPLE