## **COVID-19 – Staff Close Contact and Casual Contact Procedure**

**Business name:**

**Date effective:**

**Current Framework Setting:**

**Current Omicron Phase:**

**Close Contact**

If you are identified as a Close Contact of someone with COVID-19, (by receiving an orange notification from the NZ Covid Tracer app or contacted by the Ministry of Health/PHU) we ask that you **please assist us to continue safe business operations for clients and staff, by advising XXX immediately**

As you will be guided by public health in terms of your isolation and testing requirements, we ask that you **notify us as soon as your period of isolation has been determined, so that we are able to effectively plan around your isolation period.**

In terms of client/external communications, we will follow guidelines as directed by the public health.

**Casual Contact**

If you are identified as a Casual Contact (by receiving a yellow notification from the NZ Covid Tracer app, or contacted by the Ministry of Health/PHUU), as per guidelines from the Ministry of Health, we ask that you follow the current recommended guidelines:

* self-monitor for symptoms for 10 days
* if you develop symptoms get tested and stay at home until a negative test result is received