Stage 1

**Employee or Student Employee Tests Positive**

**REQUIRED completion of POSITIVE CASE REPORT FORM**
COVID Response Team forwards to outbreak@co.winnebago.wi.us

**Employee Notifies Supervisor or Department Chair**

Telecommute Possible

Complete Telecommute Form (if not already completed)

Telecommute Not Possible

Supervisor actions

Use Paid Leave
Check if you have COVID leave. If not, use other paid leave.

No Paid Leave Available

Contact HR
hroffice@uwosh.edu
920-424-1166

Close off workspace until disinfected.

Contact UWOPD
920-424-1212

UWOPD vets need for Custodial

Custodial NOT Needed

Custodial Needed

UWOPD Contacts On-Call Custodial

Return to work after isolation time frame recommended by Public Health representative. Refer to PH guidance.