COVID-19

RESOLVE TO SAVE LIVES · Vital Strategies

How to Notify Your Own Contacts

With high COVID-19 case counts, Health Department staff may not be able to notify your close contacts. Follow this simple guide to let people know that they have been exposed to COVID-19.

STEP 1: DETERMINING YOUR CLOSE CONTACTS

Close Contact: Anyone who you were close to *(within 6 feet or less for a total of 15 minutes or more within a 24-hour period)* starting 2 days **before** your symptoms began. This is when you were contagious and could have passed the infection to others. If you have no symptoms, start two days before the date your positive test was conducted.

WHO ARE YOUR CLOSE CONTACTS?

- Walk yourself through each day, noting every person you spent at least 15 minutes with while you were contagious. It might help to look at your calendar, text messages and social media to jog your memory.

- Remember, the people who live with you or visited your home are close contacts.

- Co-workers and friends are important too, because they may not know they were exposed, or may not know what to do next.

- For more information about how close contacts are defined, click here.

STEP 2: NOTIFY YOUR CONTACTS

After identifying your close contacts, they need to be notified that they were exposed to COVID-19 and given information on what to do next.

- If you are comfortable telling your contacts that you tested positive, reach out to them by text, phone or email. It's also important that your contacts know what to do next (see Step 3).

- A fast and simple way to notify your contact is to use https://tellyourcontacts.org. This online tool will help you send a text or email message to your contacts. The message can be sent anonymously or include your name—you choose.

- Make sure your close contacts know the date of their exposure (the last time you were with them while you were contagious), so they know how long to stay home.

STEP 3: SEND STAY AT HOME INSTRUCTIONS

Send them this guide that will tell them what to do next. Your close contacts will need help with their next steps:

- Quarantine at home
- Wear a mask
- Get tested
- Monitor for symptoms
- Seek medical care if they get sick

RESOURCES FOR YOU

This can be a stressful time. It is important that you get the help you need. Be sure to call your doctor if you have questions about your COVID-19 diagnosis. Please stay home away from others and wear a mask. Learn more about how to isolate safely at home. Feeling anxious or down? Learn more about how to cope with COVID-19.

If you have any of these emergency warning signs, you should call 911 or go to the hospital right away:

- Trouble breathing
- Persistent pain or pressure in the chest
- New confusion
- Inability to wake or stay awake
- Bluish lips or face

Helpful resources for you:

COVID Home Care Instructions

CDC COVID-19 Frequently Asked Questions

CDC Isolation Instructions

CDC What to do if you are sick