



I-TECH
International
Training & Education
Center for Health

I-TECH South Africa COVID-19 Positive Staff Member Case Study

June 2020

Content:

1. Regulatory framework
2. Office layout and spatial organisation.
3. Background
4. Case management.
5. Engagement with the staff member.
6. Engagement with the rest of the staff.
7. Management of the office.
8. Resources

Government Notices

Department of Employment and Labour Covid-19 occupational health and safety measures in workplaces: Covid-19 (c19 ohs), 2020; NO. 479; 29 APRIL 2020

1. Administrative controls:

- i. Appoint a manager to ensure compliance.
- ii. Risk assessment and risk reduction measures.
- iii. Health and safety education and awareness.
- iv. Minimise contact between workers as well as between workers and members of the public.
- v. minimize the number of workers on at the workplace.

2. Social distancing measures

3. Symptom screening

4. Health and safety practices including:

- i. Hand sanitizers, disinfectants and other measures.
- ii. Sanitizers and disinfecting of work surfaces and rest rooms.

5. Facial masks.

National Institute of Communicable Diseases(NICD)

NDOH Covid-19 Guidelines

1. Clinical management of suspected or confirmed COVID-19 disease: Version 4 (18th May 2020)
2. Guidelines for quarantine and Isolation in relation to covid-19 exposure and infection.(5th May 2020)
3. Guidelines for case-finding, diagnosis, management and public health response.(10th March 2020)



REGISTRATION AND SANITISATION



RECEPTION



BOARDROOM



OPEN PLAN OFFICE AREA

KITCHEN



Background

- One of our staff members arrived at the office on Friday 19th June with a blocked nose and mild flu symptoms. The staff member was advised to go home immediately and to have a COVID-19 test done.
- On Monday, 23rd June the staff member reported that they had received a COVID positive test result from their service doctor.

ENGAGEMENT WITH PATIENT AND STAFF

Infected Staff Member

1. Mental physical well being.
2. Clinical management.
3. IPC guidelines.
4. Isolation guidelines

Family members

1. Mental and physical well being
2. Clinical guidelines for close contacts.
3. Guidelines for isolation

Rest of the staff

1. Background
2. Guidelines for close contacts. Close contacts will be tested and will self isolate
3. Clinical recommendations. Regarding who could be at risk.
4. Office management

Individual Concerned staff

1. Personal risk of exposure at the office.
2. Personal risk related to mode of transport
3. Personal risk related to co-morbidities etc

Safety measures related to the office

Measures related to the highest areas of risk

1. The kitchen will be closed immediately and will remain closed until it has been decontaminated.
2. The workstation as well as all other surfaces where the staff member worked will also be decontaminated.

Measures related to the office in general

1. Close contacts will be tested and will self isolate
2. All staff will continue to continue adhering to all the safety precautions and regulations .
3. Restriction of the number of staff using of the kitchen at any one time will be strictly adhered to.

Measures to be addressed by the landlord

The landlord will be informed of the positive Covid-19 staff member in order to ensure that appropriate measures are implemented to sanitise the ladies restroom.



Compliance of Occupational Health and Safety Act



Resources

The **World Health Organization (WHO)** and the **International Labour Organization (ILO)**, as well as the **Canadian Centre for Occupational Health and Safety (CCOSH)** have also published practical information for workplaces.

Download the [WHO's guide Getting your workplace ready for COVID-19](#)

Check out CCOHS' [coronavirus factsheet](#)

Additional EC, WHO and ILO and other resources include:

[European Commission dedicated webpage on Covid-19](#)

HSA, https://www.hsa.ie/eng/news_events_media/news/news_and_articles/dept-of-health_covid-19-poster_for-public-offices_5_.pdf

How to Effectively Manage a COVID-19 Positive Case in the Workplace; Nanette Moss and Steve Bloom | APRIL 3, 2020

Interim U.S. Guidance for Risk Assessment and Work Restrictions for Healthcare Personnel with Potential Exposure to COVID-19 June 18, 2020 Content source: [National Center for Immunization and Respiratory Diseases \(NCIRD\)](#), [Division of Viral Diseases](#)

COVID-19: guidance for the workplace

[OSH wiki article: Epidemics and the workplace](#)

EU-OSHA's sister agency, the **European Centre for Disease Prevention and Control (ECDC)**, is closely monitoring the spread of the coronavirus and is regularly posting updates and resources on its website.

[National information resources for the public on COVID-19 – ECDC](#)

[How can you protect yourself and others from infection – ECDC guidance](#)

[Questions and answers on Coronavirus - WHO](#)

Australian government, <https://www.health.gov.au/resources/publications/coronavirus-covid-19-information-on-the-use-of-surgical-masks>