COVID-19 Notification Process for Health Facilities

March 30, 2020

STEP ONE

A: When a health facility becomes aware of an employee who has tested positive for COVID-19:

- Send the affected staff person home;
- Have all personnel who have had contact with the affected staff person wear masks for 14 days following the notification;
- Call the Iowa Department of Public Health at 1.800.362.2736 for further instructions; and
- Notify the local health department. Follow guidance of your local and state health departments, specific to your facility’s circumstances.

B: When a health facility becomes aware of a resident, patient, or tenant who has tested positive for COVID-19:

- Quarantine the affected resident/patient/tenant in their room or apartment;
- If the affected resident/patient/tenant has a roommate, quarantine that person as well;
- Have all personnel who have had contact with the affected resident/patient/tenant wear masks for 14 days following the notification;
- Call the Iowa Department of Public Health at 1.800.362.2736 for further instructions; and
- Notify the local health department. Follow guidance of your local and state health departments, specific to your facility’s circumstances.

STEP TWO

Upon a health facility receiving notification of a positive case of COVID-19 for a resident, patient, tenant, or staff person, contact the Iowa Department of Inspections and Appeals at hfd_complaint@dia.iowa.gov or 1.877.686.0027 and provide:

- Name of the affected facility;
- Whether the affected person is a staff member, resident, patient, or tenant;
- The immediate containment actions taken; and
- The name and cell phone number of a contact person at the facility.