COVID-19 Close Contact Worksheet

- Close contacts are people that you have been within 6 feet of for a period of 15 minutes. Close contacts also include people you had extremely close contact with (face to face) even if less than 15 minutes or a person you spent time while you were sick.
- Close contacts are at risk for also becoming infected if you had contact with them 2 days before you developed symptoms or two days before your test was performed if you did not have symptoms.
- The following is being provided as a way to determine the timeframe in which you should identify close contacts. Use the first table below to identify the days you may have contact with individuals and write down any individuals you had close contact with in the second table. This can be used to assist in notifying any contacts you may have had so you can alert them of the need to self-quarantine for 14 days from the last time they had contact with you.

Identify close contacts during this period		**Date symptoms began or date the test was collected (whichever came first)**
Two days before	One day before	
_____/_____/_____	_____/_____/_____	_____/_____/_____
		This is the date when your isolation should begin.

Please remember to include:

- Individuals from your workplace. You may want to contact your workplace to alert them of these contacts.
- Individuals from any doctor's office you may have visited during this time. If you don't recall their names, you can contact the doctor's office to alert them of your test result.

Date of Contact	**Name (Person OR Facility)**	**Contact Information**	**Call Result (left voicemail, spoke to person, etc)**

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