WHAT TO DO IF A WORKER HAS COVID-19 OR HAS TO SELF-ISOLATE

14 April 2021

This information applies in England; other information may apply in Scotland, Wales and Northern Ireland

Worker reports COVID-19 symptoms

Is the worker currently at work?

YES

NO

Send the worker home immediately

Advise the worker to stay at home

Clean the space and any surfaces the worker had come into contact with

Ask the worker who they have been in **close contact** with at work in the last 48 hours

Without naming the worker, alert anyone that they have been in close contact with at work in the last 48 hours that they should avoid contact with people who are high risk and take extra care in practising social distancing and good hygiene

Close contacts of someone with symptoms are **not** legally required to self-isolate unless they are contacted by NHS Test and Trace or start displaying symptoms themselves

The worker must **get a PCR test** and self-isolate whilst they wait for the result

POSITIVE

Confirm the result of the worker's test

NEGATIVE

Worker notifies **negative COVID-19 test result**

Worker notifies positive COVID-19 test result

The worker must **self-isolate** for 10 days from the day they took a PCR test or when their symptoms started

If the positive result was from an LFD test, the worker must **get a PCR test** to confirm it. If the confirmatory PCR test is negative, the worker can stop self-isolating

Employers who force or allow workers to come to work when they should be self-isolating could be **liable for a fine** of up to £10,000

Any workers that were in **close contact** with the worker who tested positive following a PCR test must also self-isolate

Worker notifies they have to self-isolate

The worker must **self-isolate** for 10 days from:

- **Close contact** – the day they were last in contact with the person who tested positive following a PCR test
- **Household member** – when the person tested positive following a PCR test or started having symptoms, even if the worker gets a test and it is negative
- **Childcare or support bubble member** – when the person tested positive following a PCR test or started having symptoms, if the worker was in close contact with them in the last 48 hours

If the person in their household, childcare or support bubble receives a negative PCR test result, the worker can stop self-isolating

A worker on a lower income who cannot work from home whilst self-isolating may be eligible for a £500 **Test & Trace Support Payment**

Worker must complete self-isolation period

Employers with fewer than 250 employees can use the **Coronavirus Statutory Sick Pay Rebate Scheme** to claim back any coronavirus-related Statutory Sick Pay paid to employees

Worker is able to return to work, provided they are no longer unwell

This flowchart is regularly reviewed

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