



HOWARD COUNTY DEPARTMENT OF COUNTY ADMINISTRATION

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Voice/Relay

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TO: Howard County Employees

FROM: Lonnie R. Robbins
Chief Administrative Officer

SUBJECT: Employee COVID-19 Communication

DATE: April 16, 2020

This communication was sent via global email to all Howard County employees on Thursday, April 16, 2020 at 10:22 a.m.

Dear Employees,

As many of you are aware, COVID-19 is widespread within Howard County and Maryland. We anticipate that some employees may test positive, and would like to reiterate the process that will take place if that does happen.

If an employee, or any resident, is confirmed positive, the Health Department conducts the case investigations and contact tracings in accordance to public health practices. The Health Department will then notify those that may have been exposed and provide further guidance, based on Maryland Department of Health and Center for Disease Control criteria.

Due to medical privacy rights, we cannot disclose any employee who has tested positive. If you have additional questions or concerns, please contact your supervisor. If you have questions related to your individual health, contact your medical provider. Your medical provider will determine if you should be tested based upon symptoms and risk factors. If you have general questions regarding COVID-19, contact the Howard County Health Department's "warm line" number 410-313-6284 is available from 8am-5pm, Monday-Friday.

The safety of our staff and the public we serve is our top priority. We will continue to take the proper precautions to promote social distancing and keep our workplaces and equipment clean and sanitized. Remember to wash your hands frequently with soap and water, avoid touching your face and make sure to practice social distancing by staying at least 6 feet away from others. If you are feeling ill, please stay home.

This is a challenging time, and we will continue to keep you informed of any new information we receive over the course of this pandemic. We appreciate your hard work and dedication to our mission to keep the residents and businesses of Howard County safe and healthy.

Thank you.