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Dear CDPH Employee

This memorandum is to provide information on actions we're taking in response to COVID-19. The Department cares about and is committed to protecting our employees, and we are taking steps to provide you with a safe work environment.

The Center for Health Care Quality has learned that an employee at San Francisco District Office tested positive for the COVID-19 virus. The employee was tested for the virus and received positive results of this test on April 16, 2020 and was last onsite on April 9, 2020. This email is to notify you that you may have been exposed to COVID-19. If you develop symptoms, i.e. fever, cough, sore throat, shortness of breath, contact your healthcare provider for guidance and any possible actions to take based on individual circumstances.

If you are subject to quarantine or self-monitoring from a local public health department, you will be provided with temporary telework and other leave/pay options will be considered, consistent with department policy.

While we understand that employees may have questions about the health of coworkers and friends in the office, it is necessary that we protect the health-related information of our employees. We cannot confirm the health status of employees or communicate about coworkers' health. CDPH is working closely with the California Department of Human Resources (CalHR) and will share information and updates as they become available.

Please see the attached document in this email to assist you in any further question that you may have.

Stay safe and informed by visiting the Centers for Disease Control and Prevention website [here](#) and the California Department of Public Health website [here](#). Both websites are updated daily with the latest information and advice for the public.

Thank you again for your hard work, flexibility, and patience during this challenging time.

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