



April 16, 2020

To: All Businesses in San Joaquin County  
From: Maggie Park, MD, Public Health Officer *mpark*  
Re: Reporting Employee COVID-19 Outbreaks in the Workplace

- Employers located in San Joaquin County should report any outbreaks of COVID-19 among their employees to San Joaquin County Public Health Services immediately. An outbreak at a workplace\* is considered to be three or more laboratory-confirmed cases of COVID-19 among employees who live in different households within a two-week period. Outbreaks should be reported to San Joaquin County Public Health Services by contacting Disease Control and Prevention at 209-468-3822.
- Employers should also be aware that any serious injury, illness, and death related to employment must be reported to the local Cal/OSHA district office immediately. For COVID-19, this includes inpatient hospitalizations and deaths among employees. Employers should err on the side of reporting serious injury, illness, and death, including hospitalization and death from COVID-19, even if work-relatedness is uncertain. These cases should also be reported to San Joaquin Public Health Services via the contact information described above.
- Cal/OSHA prefers calls by phone but will also accept email reports at [caloshaaccidentreport@tel-us.com](mailto:caloshaaccidentreport@tel-us.com)
- Full details on what information needs to be reported can be found at <https://www.dir.ca.gov/dosh/report-accident-or-injury.html>
- Contact information for district offices is at <https://www.dir.ca.gov/dosh/districtoffices.htm>
- Title 8 section 342 requirements are available online at <https://www.dir.ca.gov/title8/342.html>

\*Please note that this definition does not apply to health care facilities or workplaces that are residential congregate settings, such as assisted living facilities, jails or prisons, or homeless shelters. For these workplaces, please report any cases to Public Health Services immediately.