



Good morning,

The purpose of this notice is to inform you that the University received information on \_\_\_\_\_, that an \_\_\_\_\_ tested positive for COVID-19. We are reaching out to make you aware of this positive test to keep you informed about the steps that the University is taking to ensure the safety of your workplace. Under medical confidentiality laws, the University is not allowed to disclose the employee's identity.

Receiving this communication is **NOT** an indication that you have COVID-19 or that you have been exposed to COVID-19. Appropriate health officials are to trace the infected individual's contacts and reach out to them if there is reason to believe that they had close contact with the infected person. You might receive such a call. Further, it is our understanding that health officials direct individuals who have tested positive to isolate themselves for an appropriate amount of time, so we do not anticipate that the infected individual will return to the campus until it is safe for the individual to do so.

In the meantime, the University is continuing to implement its COVID-19 protocols according to the advice of public health experts, including the Arkansas Department of Health (ADH) and the Centers for Disease Control (CDC). Out of an abundance of caution, the University is taking steps to sanitize workplace surfaces on a regular basis. You are also advised to take similar steps with regard to your individual workspace. In addition, we ask that you continue to comply with social distancing, hygiene, and facemask policies.

We are confident that these measures reflect the best possible approach to stopping the spread of COVID-19 and keeping University employees safe. By coming to campus, you certify that within the last 14 days you have not experienced any of the listed COVID-19 symptoms, experienced a new loss of taste or smell, come into close contact with a person suspected or confirmed as having COVID-19, or completed symptom or exposure based COVID-19 testing with results pending or positive.

If you have any concerns or want to speak to a Human Resources representative, please contact 479-575-4044 or [hrrassist@uark.edu](mailto:hrrassist@uark.edu). We are here to support you. Thank you for your cooperation and vigilance as we work together to tackle this difficult challenge and overcome the virus.

Best,

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