



# COVID-19 Child Care Contact Tracing Log

- Use this log to capture information pertaining to a child/staff that was in close contact with a confirmed or potential COVID-19 case.
- Close contact is defined as being within 6 feet of a COVID-19 case for 15 minutes or longer in the two days prior to illness onset.
- Close contacts should remain at home to quarantine until test results are known.
- All close contacts should practice social distancing, wear masks, and frequently wash hands.

\_\_\_\_\_ **Name of Child or Staff**

\_\_\_/\_\_\_/\_\_\_ **Date of Birth**

\_\_\_\_\_ **If Child, Name of Parent/Guardian or Proxy**

\_\_\_\_\_ **Phone # of Staff, or Parent/Guardian or Proxy**

\_\_\_\_\_ **Alternate Phone # of Staff, or Parent/Guardian or Proxy**

Close Contact Name	DOB	Classroom	Phone # of Staff, or Parent/Guardian or Proxy	Alternate Phone # of Staff, or Parent/Guardian or Proxy