Provincial Directors of Health Services,
Regional Directors of Health Services,
Heads/Directors of Health institutions,
Directors of National Hospitals/Teaching Hospitals/Provincial & District General Hospitals
Directors of decentralized units/specialized campaigns
Medical Superintendents of Base Hospitals
MOICs of Divisional Hospitals & Primary Medical Care Units
Colombo Municipal Council
National Institute of Health Services

**Maintenance of a register for healthcare workers exposed to COVID-19 at health care institutions**

As you are aware, a few health care workers have been exposed to patients with COVID-19 during work, and are being quarantined at the moment. It is vital that a record of all such healthcare workers is maintained at each institution.

Therefore, health institutions are requested to maintain a **register of all healthcare workers** who have been advised to be self-quarantined following exposure to confirmed COVID-19 patients. Any healthcare worker already in self-isolation should also be included in this register.

The register should include the following information and can be maintained in a CR book:

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Name</td>
<td>6. If known, name of the suspected or positive patient</td>
</tr>
<tr>
<td>2. Age</td>
<td>7. Details of exposure. (Date, Time, Place of exposure, Type of PPE used (Surgical masks, N 95 masks, Goggles, Gowns, Aprons etc.))</td>
</tr>
<tr>
<td>3. Sex</td>
<td>8. Date of start of self-isolation</td>
</tr>
<tr>
<td>4. Designation</td>
<td>9. Date of completion of self-isolation</td>
</tr>
<tr>
<td>5. Place of work (OPD/Ward/ICU/Laboratory etc.)</td>
<td></td>
</tr>
</tbody>
</table>
Your continued support in control and prevention of COVID-19 is immensely appreciated.

Thanking You,

Dr. Anil Jasinghe  
Director General of Health Services

Cc: Secretary Health  
DDG - PHS I  
DDG (MS I)  
DDG (ET &R)  
Chief Epidemiologist  
Director MRI  
Director/Quarantine  
Director/HPB  
Director/FHB