

OFFICE OF SUPPORT SERVICES

NOTICE
12.3.1

January 28, 2021

TO: All Commanding Officers

FROM: Director, Office of Support Services

**SUBJECT: SENATE BILL 1159 & ASSEMBLY BILL 685 – COVID-19 NEW
WORKPLACE REGULATIONS**

On September 17, 2020, Governor Gavin Newsom signed into law Senate Bill (SB) 1159 and Assembly Bill (AB) 685. SB 1159 is defined as the “COVID-19 Presumption Bill” and adds three sections to the California Labor Code: 3212.86, 3212.87, and 3212.88.

Assembly Bill 685

Assembly Bill 685 became effective on January 1, 2021, and adds Labor Code Section 6409.6, which requires employers (City/Department) to notify all employees who were at a worksite of all potential exposures to COVID-19 with date(s), worksite location(s), COVID-19 related benefits and protections (e.g. sick leave, state mandated leave, supplemental sick leave, negotiated leave provisions, Workers’ Compensation benefits), Anti-Harassment, Anti-Discrimination, Anti-Retaliation information, and information on the disinfection/safety plan based on CDC guidelines. All affected parties – affected employees, labor representatives, and Employers of non-City employees – must also be provided this information.

The law mandates that the Department must, within **one (1) business day**, provide written notification to all who were present at the worksite during the infectious period.

To ensure the Department compliance with this new law, Personnel Division will notify the Department Operations Center (DOC) of potential workplace exposures along with the location address and infectious period. This information will be published daily, along with the COVID-19 Reporting Update.

Senate Bill 1159

Senate Bill 1159 requires the Department to report specified information to the Workers’ Compensation Claims Administrator. Los Angeles City Personnel Department has developed the Case Referral Form and the SB 1159 Notification Form to gather information required for positive COVID-19 cases. Information provided on these forms will be sent directly to the Director of Medical Services Division and to the Workers’ Compensation Administrator, satisfying the reporting requirements under the law.

On December 17, 2020, Medical Liaison Section (MLS) sent an email to all Sick/IOD Coordinators, advising of the required reporting procedures to the Workers' Compensation Administrator, in accordance with SB 1159. The Sick/IOD Coordinators are required to report all positive COVID-19 cases to the Personnel Department via the Case Referral Form portal link: <https://docs.google.com/forms/d/e/1FAIpQLSd-fP1DiNRZ6eKEv5vOnQl0ij99BB5tIc9vTGb-Q1baKtSg/viewform?vc=0&c=0&w=1>.

Once the Sick/IOD Coordinator has completed the initial reporting via the Case Referral Form, an email will automatically be sent to the Sick/IOD Coordinator by Personnel Department to complete the SB 1159 Notification Form with the following link:

https://docs.google.com/forms/d/e/1FAIpQLSdf-spTCGrm4akf5Bv3ZYeFIUHUMOWiLbDjZcMpTsuW_Or6gw/viewform.

This Notification Form goes directly to the Workers' Compensation Administrator.

Sick/IOD Coordinators shall also ensure that the Workers' Compensation Employee Claim Form (DWC-1) is offered to all positive COVID-19 employees; however, the employee is not mandated to complete the DWC-1 Form. Conversely, filing a Claim Form does not automatically ensure that the Third-Party Administrator will accept the Workers' Compensation Claim.

COVID-19 Exposure Matrix

In order for the Department to meet the mandates of notification to the required parties, Commanding Officers shall ensure that their commands comply with the requirements of this Notice and update the Exposure Matrix on the shared drive by 1100 hours each day. This information allows MLS to gather accurate and timely information for reporting purposes. Additionally, it is equally important to update the employee's current work status after an employee has been cleared by a medical professional and has returned to work. For access to the Exposure Matrix, please contact Senior Personnel Analyst II, Brian Taft, Serial No. N2766, at 213-486-4710.

As a reminder, all Department COVID-19 positive cases shall be reported on the Exposure Matrix. There is no longer a requirement for the Sick/IOD Coordinators to email COVID-19 positives to MLS, and there is no longer a requirement to submit a Form 15.7 for COVID-19 positives or close contacts. Employees who are off work due to a positive COVID-19 test may email covidreturn@lapd.online for information on returning to work after the required 10-day isolation period.

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Questions regarding the new regulations under SB 1159, AB 685 or the positive COVID-19 reporting process should be directed to Senior Personnel Analyst II Bridget Talley, Acting Officer in Charge, Medical Liaison Section, at (213) 486-4600.



DOMINIC H. CHOI, Deputy Chief
Director, Office of Support Services

APPROVED:



DANIEL RANDOLPH, Commander
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