



# COVID-19 Positive Test Report

Please complete one report for each positive COVID-19 test and submit via email to [COVID@acmclaims.com](mailto:COVID@acmclaims.com) or by fax (619)744-5030.

***This report does not generate a claim or qualify as a reported claim. To submit a claim, please go to [acmclaims.com](http://acmclaims.com) or call (866)671-5042.***

**Per California Labor Code Section 3212.88 - If you are aware of an employee testing positive for COVID-19 on or after July 6, 2020, you must report it to your claims administrator.**

- Positive COVID-19 test results on July 6, 2020 through September 17, 2020 must be reported to your claims administrator by October 30, 2020.
- Positive COVID-19 test results after September 17, 2020 require reporting within 3 business days of knowledge (or when it should reasonably have been known).

**FAILURE TO REPORT COULD RESULT IN CIVIL FINES UP TO \$10,000.**

## POLICY INFORMATION

Insured's name	
Policy number	Number of employees
Primary contact	
Phone	Email

## COVID-19 TEST RESULT INFORMATION

Date tested for COVID-19
Date of positive COVID-19 test results
Date employer was notified of positive COVID-19 test results
Date employee last worked before positive COVID-19 test results
Specific address/addresses of the employee's place of employment during the 14-day period preceding the date of the positive test
The highest number of employees who reported to work at the employee's specific place of employment in the 45-day period preceding the last day worked at each specific place of employment
Are there any other positive tests at the location(s)?
Is your employee claiming COVID-19 exposure as work related?
Has a worker's compensation claim been filed for your employee?
If yes, was a DWC-1 Claim Form provided to the employee?