**How to decide COVID recordability on OHSA 300 Form**

Record if:

* Confirmed case of COVID-19; and,
* Work-related; and,
* One or more of the general recording criteria are met…

Summary of Federal OSHA Guidance on Work-Relatedness

* Extensive medical inquiries are not necessary. It should be sufficient to:
	+ ask the employee how they believe they contracted the COVID-19 illness;
	+ while respecting employee privacy, discuss with the employee their work and out-of-work activities that may have led to the COVID-19 illness; and
	+ review the employee's work environment for potential SARS-CoV-2 exposure.

If after the reasonable and good faith inquiry, the employer cannot determine whether it is more likely than not that exposure in the workplace played a causal role with respect to a particular case of COVID-19, the employer does not need to record that COVID-19 illness.

You should document this process to how you determined to record or not.