



Date of Incident	01-05-2021
Prepared By	Marva Brown
Reviewed By	Incident Report was reviewed by John Samuel on 01-05-2021 at 08:55 PM.
Property	Gateway Towers
Time of Incident	10:45:00
Location of Incident	3700 Gateway Drive, Apt 403, Philadelphia, PA 19145

Description of Incident
Darlene Brandon of B403 contacted the office to report a positive COVID test. She said her 1 year old daughter tested positive for the virus during a routine check up last night.
Corrective action taken at the time of the incident
An email blast was sent to all residents of the 3700 building, informing them of the confirmed COVID-19 case in the building. The building will be disinfected by Restorcore today between 4 and 4pm.
What we have done related to Customer Service and helping the resident, if anything?
I spoke with the resident and asked how her daughter was feeling. I offered assistance with quarantining.
Witnesses names and phone number
Darlene Brandon-- (267) 475-1527
Is criminal activity involved
No
Was there security camera footage of this incident?
No
Link to security footage video in Box
http://