



<b>Date of Incident</b>	01-20-2021
<b>Prepared By</b>	Stephen Cicala
<b>Reviewed By</b>	Incident Report was reviewed by Lori Kolinchak on 01-20-2021 at 02:21 PM.
<b>Property</b>	450 Green Apartments
<b>Time of Incident</b>	01:30:00
<b>Location of Incident</b>	Apartment P206 Donyea Williams has tested positive for COVID.

<b>Description of Incident</b>
Donyea called to say he tested positive for COVID on 1/15/21.
<b>Corrective action taken at the time of the incident</b>
I got more information such as common areas he has been in and notified him in the future to contact our office ASAP if he or a member of his family is infected. I contacted Brian Kroker and Lori Kolinchak. Brian contacted RestoreCore to schedule sanitizing.
<b>What we have done related to Customer Service and helping the resident, if anything?</b>
I will door tag P206 with the company policy COVID letter. I will also notify all residents in P building once cleaning has been confirmed and scheduled.
<b>Witnesses names and phone number</b>
N/a
<b>Is criminal activity involved</b>
No
<b>Was there security camera footage of this incident?</b>
No
<b>Link to security footage video in Box</b>
http://
<b>Did this incident involve a resident?</b>
Yes
<b>Resident Name</b>
Donyea Williams
<b>Did this incident involve a Lindy team member?</b>
No
<b>Did this incident involve a vendor?</b>
No

