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| Date of Incident | 02-18-2021 |
| Prepared By | Felicia Howell |
| Reviewed By | Incident Report was reviewed by Lori Kolinchak on 02-19-2021 at 03:29 PM. |
| Property | Bromley House |
| Time of Incident | 00:11:00 |
| Location of Incident | Bromley B216 |

| Description of Incident |
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| James Brown called the office to inform us that he tested positive for COVID. I informed Brian and he contacted RestoreCore. |
| Corrective action taken at the time of the incident |
| Contacted Brian 2/18. Building sanitized by RestoreCore 2/19 |
| What we have done related to Customer Service and helping the resident, if anything? |
| Thanked the resident for notifying us. Wished her well. and emails were sent to the residents informing them |
| Witnesses names and phone number |
| Cordia Hinton received the call from the resident |
| Is criminal activity involved |
| No |
| Was there security camera footage of this incident? |
| No |
| Link to security footage video in Box |
| http:// |
| Did this incident involve a resident? |
| Yes |
| Resident Name |
| James Brown B216 |
| Did this incident involve a Lindy team member? |
| No |
| Did this incident involve a vendor? |
| Yes |
| Vendor Name |
| RestoreCore |