



Date of Incident	04-06-2020
Prepared By	Amber Johnson
Property	Haverford Court
Time of Incident	09:45:00
Location of Incident	West building apt w210

Description of Incident
Resident alerted office that she had tested positive for Covid-19. I notified Adam, who notified Brian. I sent the approved letter to the resident and asked when he had last left the apartment the work and how long he has been quarantined. She replied she had been directed to be self quarantined for 14 days and that she last left the apt on Apr 4.
Corrective action taken at the time of the incident
Sent letter to resident and notified senior management
What we have done related to Customer Service and helping the resident, if anything?
Checked in with resident
Witnesses names and phone number
Amber Johnson 215-356-4203
Is criminal activity involved
No

