



Date of Incident	04-13-2020
Prepared By	Amber Johnson
Property	Haverford Court
Time of Incident	11:41:00
Location of Incident	East building apt e213

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 she had last left the apartment and how long she has been quarantined. She replied she had just begun her self quarantine period.
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

