

## COVID-19 Screening Checklist for Medical Employers

(Use for Healthcare Settings, including Hospitals, Medical Practices, First response, Nursing Homes, Elder Care Facilities and Similar Congregate Settings)

All employees AND visitors entering the building should be asked following questions. Screening should be done at the beginning AND at the end of the workday.

1. Do you have fever, chills, or feel feverish?  
 Yes  
 No  
 If YES, obtain and document temperature \_\_\_\_\_ degrees C / F
2. Do you have any of the following respiratory symptoms?  
 Cough (productive or dry)  
 Shortness of breath  
 Sore throat (rare symptoms)  
 Runny nose (rare symptoms)
3. Have you had close, **unprotected** contact with a **confirmed COVID-19** patient (spent longer than 15 minutes within 6 feet patient and not wearing a mask)?  
 Yes—Go home immediately and self-isolate for 14 days if asymptomatic  
 No— Continue to next question
4. Have you had close, **unprotected** contacted with a **suspected COVID-19** patient with pending results (spent longer than 15 minutes within 6 feet of patient and not wearing a mask)?  
 Yes – Can work but will need to wear a mask at all times, and avoid direct contact with immunocompromised patients  
 No – Continue to next question
5. If they have subjective or documented fever **AND** any of the respiratory symptoms noted above:  
 **They should be asked to go home immediately** and self-isolate until they are asymptomatic for 3 days without the use of any medications, and it has been 7 days since the first day of their symptoms (whichever duration is longer)
6. If they have respiratory symptoms **but** NO subjective or documented temperature:  
 They can work but will need to wear a mask at all times and follow other precautions as noted under #7  
 If no masks available, we recommend that these individuals be sent home and return once asymptomatic for 3 days without the use of any anti-fever medications, and it has been 7 days since the first day of their symptoms (whichever duration is longer)
7. If they say no to #1, #2, #3, #4 and #5 they can work but remind them to do the following:  
 Wash their hands with soap and water or alcohol-based sanitizer before they start work and frequently throughout the day  
 Practice social distancing, sit and/or stand at least 6 ft from other people, do not shake hands or hug people, and do not share food or drinks  
 Sanitize their work area before they leave  
 Contact their employer and leave work immediately if they start to feel feverish or have respiratory symptoms

