



Employee Screening Guidelines

- All employees must have their temperature taken and screening questions logged before **each** shift*
- Employee screening logs must be kept indefinitely
- Screening questions must include the most recent CDC guidelines, symptoms:
 - Cough
 - Shortness of breath or difficulty breathing

Or at least two of these symptoms:

- Fever
 - Chills
 - Repeated shaking with chills
 - Muscle pain
 - Headache
 - Sore throat
 - New loss of taste or smell
- **If an employee answers yes to any of the above symptoms or has a fever 100 degrees Fahrenheit or above, they must be sent home.**

**Shift is duration of a scheduled work time designated by the employer. If an employee works more than one shift a day they should be screened again during the day.*

Employee return to work guidelines for confirmed Covid-19 or clinically diagnosed Covid-19

- They have had no fever for at least 72 hours (that is three full days of no fever) without the use of medicine that reduces fever.
 - Other symptoms have improved
- AND**
- At least 10 days have passed since their symptoms first appeared

On the next page you will find a flow chart for screening

