COVID-19 Daily Self-Screening Protocol

The purpose of this protocol is to describe the process for the daily health self-screening of employees that are on campus. This policy can be extended to contractors or visitors. NOTE: Workers engaging in specific types of work such as research and construction have their own protocols that must be followed and supersede this protocol.

All employees need to have an understanding of the symptoms associated with COVID-19 and must not report to work if they are exhibiting those symptoms or any signs of illness.

Individuals should self-screen for the information listed below. This can be accomplished through a variety of ways in the workplace such as daily emails, google forms, etc. A workplace does not need to document the responses but must demonstrate that they have implemented this protocol for their workers. The University of Michigan health screen can be used as well.

- **Do you have symptoms of:**
  - Fever (over 100.4°F or 38°C) or feeling feverish
  - New shortness of breath
  - New cough

- **Do you have two of any of these symptoms:**
  - Chills
  - Muscle aches
  - New runny nose, nasal congestion, or sore throat
  - New loss of sense of smell or sense of taste
  - New headache
  - New diarrhea
  - New rash

- Have you had close or household contact in the last 14 days with someone diagnosed with COVID-19? (Close contact is being within 6 feet for ≥15 minutes; If your close contact is providing clinical care for Covid positive patients while following Michigan Medicine or other outside health system appropriate protocols, answer No.)

- Have you traveled internationally by airplane in the past 14 days?

If an individual answers “yes” to any of the above, they are not permitted in the workplace and should be instructed to seek medical advice or self-quarantine at home unless cleared by a medical provider.

- If symptoms are present, the employee must contact Occupational Health Services (OHS) Hotline at 734-764-8021 and select prompt 1. Refer to the COVID-19 Exposure Guidance for Staff and Supervisors for further information.
- Quarantine for 14 days since the last date of exposure if the employee had close contact with an individual diagnosed with COVID-19 or has traveled internationally by airplane. Contact OHS for questions.

Note: 14 day quarantine period does not apply to Michigan Medicine, DPSS and UM-Public Health staff actively involved in the COVID-19 response (local or state).

6-22-20