Entry Screening Process for Prevention of COVID 19 Transmission
Effective 4/23/2020 (Version 8)

*All persons entering the facility shall be asked the following questions*

Verbal screening for symptoms of COVID-19 and close contact with COVID-19 cases should include the following questions:

1. **In the past 14 days, have you had close contact for a prolonged time with a person known to be infected with COVID-19?**
   - If the answer is **NO** – Proceed to work
   - If answer is **YES** – they cannot enter; Guidance for COVID-19 State Employee Exposure Management for Healthcare Providers and Critical Infrastructure Workers shall be followed.

2. **Do you have any of the following symptoms: New cough, trouble breathing, shortness of breath, wheezing, new chills, new muscle aches, sore throat, diarrhea or new loss of smell or taste?**
   - If the answer is **NO** – Proceed to work
   - If the answer is **YES** – they cannot enter; Guidance for COVID-19 State Employee Exposure Management for Healthcare Providers and Critical Infrastructure Workers shall be followed.

3. **Check to see if the employee has a temperature of 100°F or greater.**
   - If the answer is **NO** – Proceed to work
   - If the answer is **YES** – they cannot enter; Guidance for COVID-19 State Employee Exposure Management for Healthcare Providers and Critical Infrastructure Workers shall be followed.

Please complete the entry screening log and positive entry screening form on all positive screens. Notify the Managing Officer and Human Resources of any positive screens.