



OMH Psychiatric Center Hospital Employees COVID-19 Screen Prior to Reporting to Work

Employee name _____ Date _____
 Facility/workstation _____ Time _____
 Unit assigned for today _____ Not yet assigned

Instructions: All Psychiatric Center employees must be screened prior to reporting to their workstation each day.

1. **Temperature reading (onsite):** _____
2. **Has the employee had any known contact with a suspected or confirmed case of COVID-19 in the past 14 days?** Yes No
3. **Is the employee currently (within past 72 hours) experiencing onset of any of the following?**

Sore throat	<input type="checkbox"/> Yes <input type="checkbox"/> No	Fatigue	<input type="checkbox"/> Yes <input type="checkbox"/> No
Cough	<input type="checkbox"/> Yes <input type="checkbox"/> No	Decreased Appetite	<input type="checkbox"/> Yes <input type="checkbox"/> No
Shortness of breath	<input type="checkbox"/> Yes <input type="checkbox"/> No	Muscle Aches/Pains	<input type="checkbox"/> Yes <input type="checkbox"/> No
Fever > 100.4	<input type="checkbox"/> Yes <input type="checkbox"/> No		

If the employee reports Yes to any of the symptoms above, **the employee may not be allowed to report for duty.** Instead:

- Instruct the employee to return home immediately and contact their healthcare provider; and
- Ask the employee to notify their supervisor by phone (not in person) that they are not being allowed to work.
- However, if essential operations cannot continue, an asymptomatic employee may be directed to report.

If the employee refuses to participate in the screening, the screening staff should not allow the employee to report for duty and should immediately contact the Psychiatric Center Human Resources Department.

Psychiatric Center staff should follow the Department of Health guidance on “Healthcare and Other Direct Care Settings Return to Work Following COVID-19 Exposure or Infection” guidance for employees who are instructed to return home.

Staff member conducting screening

Signature