Employee Protocol – COVID-19
Self-Screening Questions and Symptoms

This checklist is not intended to take the place of medical advice, diagnosis or treatment.

☐ Are you experiencing symptoms of COVID-19?

☐ Fever of 100.4 °F or greater
☐ New or worsening cough in the last 48 hours
☐ Shortness of breath that started in the last 48 hours
☐ Sore throat
☐ Congestion or runny nose
☐ Nausea or vomiting
☐ Diarrhea
☐ Body aches
☐ New onset of loss of taste or smell

☐ Have you had close contact? Close contact is defined as:

☐ Living or caring for person who tested positive for COVID-19
☐ Being coughed or sneezed on by a person who has COVID-19
☐ Shaking hands with a person who has COVID-19
☐ Being <6 feet away for ≥15 minutes in the last 14 days from a:

☐ Symptomatic person who tested positive or is presumed positive for COVID-19—and you had contact with them during the time period starting 2 days before the onset of their symptoms until they met criteria for discontinuing home isolation.
☐ Asymptomatic person who tested positive for COVID-19—and you had contact with them starting 2 days before the date of specimen collection until 10 days after the date of their specimen collection.

☐ Have you been directed or told by the local health dept. or your healthcare provider to self-isolate or self-quarantine?

If your answer to any of questions above is YES:
Stay home and contact your supervisor. Employee should not go to work or other public places. Employees with COVID related symptoms are encouraged to get tested. Pending Results – Stay at home in isolation until results are received:
☐ POSITIVE TEST RESULT – Stay at home in isolation. Employee may return to work after at least 24 hours of no fever without the use of fever reducing medications (i.e. Tylenol®, Motrin®, etc.) AND symptoms have significantly improved AND it has been at least ten days from the initial start of symptoms.

☐ NEGATIVE TEST RESULT - Employees who don’t feel well should stay home and work with their primary health care provider. Employees may return to work when symptoms have significantly improved.

☐ NOT TESTED – Employees may return to campus when they have been symptom free for 72 hours. However, if you are ordered to self-isolate or quarantine you must use the same criteria for return to work as someone with a positive test result whether you were tested or not.

CDC - When You Can be Around Others After You Had or Likely Had COVID-19

If your answer to all of questions above is NO:
   You are cleared to work on campus