

# COVID-19 Self-Screening Guidelines

The Town of Conception Bay South requires all employees be vigilant about symptom monitoring and to identify symptoms early to prevent exposures. These guidelines are to be followed **whether or not** you have been exposed to someone with Covid-19.

1. The self-screening is to take place at one designated entrance of the building and this is entrance is to be used at all times when starting the shift. Employees are not permitted to enter the building through any other doors.
2. Employees are to self-screen at the start of the shift. If an employee does not need to enter a building prior to work, but is using a Town vehicle or piece of equipment then they are to follow the self-screening checklist that is provided in their vehicles or equipment.
3. Documentation on the self-screening is not needed, this is simply a sick or not sick evaluation tool.
4. Employees with one or more of these signs or symptoms are considered to have a communicable illness, should not be at work during this time and will need to communicate this with the Manager or Supervisor on shift.

## COVID-19 Self-Screening Checklist

- Have two or more of the following symptoms:
  - Fever, with or without chills, greater than 38C
  - Productive/uncontrolled cough. Cough lasting more than two weeks
  - Runny nose that is worsening
  - Prolonged sore throat
- Influenza or Covid-19 like illness symptoms:
  - Severe difficulty breathing
  - Severe chest pain
  - Hard time waking up
  - Feeling confused
  - Lost consciousness
  - Unable to lie down due to shortness of breath

