

The West Virginia Department of Health and Human Resources, Bureau for Public Health recommends that all employers put COVID-19 screening protocols in place. You can help prevent the spread of COVID-19 in your facility by screening individuals before entering your facility.

### COVID-19 SCREENING PROTOCOL: WHAT TO DO

Screen **everyone** who enters your facility, including:

- All employees before the start of each work shift
- All visitors
- All clients

### ASK THE FOLLOWING QUESTIONS WHEN YOU SCREEN:

- Have you or has anyone in your home had contact within the last fourteen days with any person under screening/testing for COVID-19, or with anyone with known or suspected COVID-19?
- Do you currently have any of the following symptoms?
  - Fever (100.4°F or higher), or a sense of having a fever.
  - New cough that you cannot attribute to another health condition.
  - New shortness of breath that you cannot attribute to another health condition.
  - New sore throat that you cannot attribute to another health condition.
  - New muscle aches (myalgias) that you cannot attribute to another health condition, or that may have been caused by a specific activity (such as physical exercise).

If an individual answers **YES** to any of the screening questions, immediately activate your agency's protocol for suspected COVID-19. The designated screener should consider:

- A review of the screening results.
- Recommendations for possible exclusion of the individual from the facility.
- Recommendations for medical follow-up.

If the individual answers **NO** to all of the screening questions, the person can be permitted into the facility and should be instructed to practice strong infection control strategies: maintaining social (physical) distancing of 6 feet, wearing a cloth face covering, washing hands (soap and water for 20 seconds or hand sanitizer containing at least 60% alcohol), covering coughs and sneezes with an elbow, avoiding touching their face, and cleaning surfaces frequently.

Questions and concerns can also be directed to the 24/7, toll-free COVID-19 information hotline:

**1-800-887-4304**

