COVID-19 Screening Guidance for Colleagues
Always adhere to state and local policies, if more restrictive.

<table>
<thead>
<tr>
<th>STEPS</th>
<th>Colleagues who do not use the SNAP application</th>
<th>MercyOne Eastern, North and Western Iowa Colleagues who use SNAP application</th>
</tr>
</thead>
<tbody>
<tr>
<td>If you are experiencing any signs or symptoms of COVID-19 prior to your shift, do not report to work. See Next Steps: Colleagues.</td>
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</table>

**Step 1: TEMPERATURE**
Check the individual’s temperature.

| Is temperature above 99.0°F (using an Infrared thermometer) or 100.0°F (using an oral/temporal/tear duct thermometer)? | If no, proceed to Step 2: Signs and Symptoms | No screener action required
Colleague follows instruction in thermometry technology/SNAP application |
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<tr>
<td>If yes, wait 2-3 minutes (observing social distancing protocols), and check individual again with the same thermometer. If individual still over 99.0 or 100.0°F, then proceed to Next Steps: Colleagues below.</td>
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**Step 2: SIGNS AND SYMPTOMS**
Does individual have new-onset of any of the following:
- Cough (unrelated to known asthma/allergies)
- Shortness of Breath or Difficulty Breathing
- Chills or Shaking with Chills
- Sore Throat
- Diarrhea Nausea/Vomiting
- Muscle pain
- Loss of smell or taste
- Fatigue
- Headache
- Congestion/Runny Nose

| If no, proceed to Step 3: Exposure | No screener action required
Colleague follows instruction in thermometry technology/SNAP application |
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<td>If yes, not permitted to enter facility. Proceed to Next Steps: Colleagues below.</td>
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</table>

**Step 3: EXPOSURE**
Has the individual been in close contact (without PPE) with a PUI or known COVID-19+ in the last 14 days, or been asked to self-quarantine because of COVID-19 exposure?

| If no, give the individual a mask, if needed. Provide documentation of screening. Individual may enter facility. | No screener action required
Colleague follows instruction in thermometry technology/SNAP application |
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<tr>
<td>If yes, colleagues may work, but must re-check temperature/signs/symptoms in accordance with their local policy. If temperature, signs or symptoms develop, see Next Steps: Colleagues below.</td>
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</table>

**Next Steps: Colleagues**
* Remember, if you experience symptoms prior to your shift, do not report to work.

1. If you’ve arrived at work and symptoms develop, leave the building to prevent exposure
2. Follow-up with supervisor/manager and tell them they will not be working the shift
3. Call the appropriate staffing office, if required
4. Contact HR and/or Colleague Health, if required

No screener action required
Colleague follows instruction in thermometry technology/SNAP application

All screeners are to receive Instructions for Use (IFUs) for the make and model used by the site. Screeners must receive training in the use of the device and sign off that they’ve received training. See the most recent version of the PPE GuideBook for PPE Requirements for screening personnel. (2) In general, Infrared Thermometers may read 0.5-1-degree F lower than oral thermometers. CDC defines fever as >100F, taken orally. (3) Refer to Acute Care and Non-Acute Care visitation policies. (4) Cloth face coverings donated by the community will be offered to non-PUI, non-COVID+ patients, including ED patients, AS AVAILABLE.
# COVID-19 Screening Guidance for Visitors/Vendors

Always adhere to state and local policies, if more restrictive

## STEPS

<table>
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<tr>
<th>STEPS</th>
<th>Patients Includes Inpatients and Outpatients</th>
<th>Vendors and Visitors</th>
</tr>
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<tr>
<td><strong>Step 1: TEMPERATURE</strong>&lt;br&gt;Check the individual's temperature.</td>
<td>If no, proceed to Step 2: Signs and Symptoms&lt;br&gt;<strong>If yes, wait 2-3 minutes (observing social distancing protocols), and check individual again with the same thermometer.</strong>&lt;br&gt;If individual still over 99.0 or 100.0°F, then proceed to Next Steps for Patients</td>
<td>If no, proceed to Step 2: Signs and Symptoms&lt;br&gt;<strong>If yes, wait 2-3 minutes (observing social distancing protocols), &amp; check individual again with same thermometer.</strong>&lt;br&gt;Is individual still over 99.0 or 100.0°F as listed at left? If yes, not permitted to enter facility. See Next Steps for Visitors/Vendors</td>
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<td><strong>Step 2: SIGNS AND SYMPTOMS</strong>&lt;br&gt;Does individual have new-onset of any of the following:&lt;br&gt;• Cough (unrelated to known asthma/allergies)&lt;br&gt;• Shortness of Breath or Difficulty Breathing&lt;br&gt;• Chills or Shaking with Chills&lt;br&gt;• Sore Throat&lt;br&gt;• Diarrhea Nausea/Vomiting&lt;br&gt;• Muscle pain&lt;br&gt;• Loss of smell or taste&lt;br&gt;• Fatigue&lt;br&gt;• Headache&lt;br&gt;• Congestion/Runny Nose</td>
<td>If no, proceed to Step 3: Exposure&lt;br&gt;<strong>If yes, (COVID-19 suspect patient) Give patient a face covering and direct to department.</strong>&lt;br&gt;<strong>If yes, (Routine or Scheduled Care patient) Provide a face covering; call receiving department for guidance. Consider telemedicine. Patient may wait for further instruction in a designated area.</strong></td>
<td>If no, proceed to Step 3: Exposure&lt;br&gt;<strong>If yes, not permitted to enter facility. See Next Steps for Visitors/Vendors</strong></td>
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<td><strong>Step 3: EXPOSURE</strong>&lt;br&gt;Has the individual been in close contact (without PPE) with a PUI or known COVID-19+ in the last 14 days, or been asked to self-quarantine because of COVID-19 exposure?</td>
<td>If no, give the individual a mask, if needed. Provide documentation of screening. Individual may enter facility.&lt;br&gt;<strong>If yes, (COVID-19 suspect patient) Give patient a face covering and direct to department.</strong>&lt;br&gt;<strong>If yes, (Routine or Scheduled Care patient) Provide a face covering; call receiving department to determine next steps, including possible documentation. Consider telemedicine. Patient may wait for further instruction in a designated area.</strong></td>
<td>If no, give the individual a mask, if needed. Provide documentation of screening. Individual may enter facility.&lt;br&gt;<strong>If yes, not permitted to enter facility. See Next Steps for Visitors/Vendors</strong></td>
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**Next Steps for Visitors/Vendors**<br>If a patient indicates that they are unable to wear a face covering for medical or psychological reasons, provide them with tissues and ask them to cover any coughs or sneezes, and advise them to perform frequent hand hygiene while in the facility. Patient without a face covering is to be placed in a private room in the receiving area as soon as possible. If they cannot be roomed immediately, social distancing protocols must be observed in the waiting room.

Vendor: Refer to MercyOne Vendor Policy
Visitor: Visitors who are medically unable to wear a face covering may not enter the facility, except in Compassionate Care situations outlined in the Visitor Policy.

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