

## Dallas County COVID-19: Employee (Non-Healthcare Settings) Screening Questions and Guidance

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This document is intended to guide employers on employee screening prior to the start of the workday. It is not intended for people with confirmed or suspected COVID-19.

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Consider implementing a daily health screening check point and log for all employees entering the workplace where all employees would fill out the questionnaire below.

**If you have one or more symptom(s) that may be related to COVID-19 stay home and take care of yourself.**

**Ask employees reporting to work the following questions:**

Employees with symptoms of acute respiratory illness should notify their supervisor and stay home until they are free of fever ( $\geq 100.0^{\circ}$  F [ $37.8^{\circ}$  C]), have no signs of a fever, and any other symptoms for at least 24 hours, without using fever-reducing or symptom-altering medicines (e.g. cough suppressants)

*Have you had the new onset of any of the following symptoms that you normally don't have?*

- Fever or chills
- Cough
- Shortness of breath or difficulty breathing
- Unusual Fatigue
- Muscle or body aches
- Headache
- New loss of taste
- New loss of smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea
- Abdominal pain
- Chest pain

The symptoms most likely to identify COVID-19 are new loss of taste and smell and these employees should be sent to be tested and isolated. Those with new fever, cough and unusual fatigue should be tested and isolated. For additional guidance see: <https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>.

*Are you ill, or caring for someone who is ill?*

- Employees who are well but have a sick family member or roommate at home with COVID-19 should notify their supervisor/employer.
- If an employee is confirmed to have COVID-19, employers should inform fellow employees of their possible exposure (within 6 feet of an infected person for at least 15 minutes) to COVID-19 in the workplace but maintain confidentiality.

*In the two weeks before you felt sick, did you:*

- Have contact with someone diagnosed with COVID-19?
- Socialize in a setting with other people who were not wearing masks?

**These may have led to an exposure, please take precautions such as isolating and wearing a mask.**

## **WAYS TO MANAGE HEALTH AT HOME**

- Stay home from work and away from other public places. If you must go out, avoid using any kind of public transportation, ridesharing, or taxis.
- Monitor your symptoms. If your symptoms get worse, call your healthcare provider immediately. For medical emergencies, call 911 and notify the dispatch personnel that you have or may have COVID-19.
- Remember to get rest and stay hydrated, cover your cough and sneezes, wash your hands often with soap and water for at least 20 seconds or clean your hands with an alcohol-based hand sanitizer that contains at least 60% alcohol.
- If you have a medical appointment, call the healthcare provider ahead of time and tell them that you have or may have COVID-19.
- As much as possible, stay in a specific room, away from other people in your home and use a separate bathroom, if available. If you need to be around other people, wear a facemask if you are symptomatic. Avoid sharing personal items with others like dishes, towels, and bedding with others.
- Clean all surfaces that are touched often, like counters, tabletops, and doorknobs. Use household cleaning sprays or wipes according to the label instructions.
- If you develop increasing shortness of breath or difficulty breathing, call your provider to get additional recommendations.