

Further Instructions for Managers on Staff Screening



**For employees, agency staff, contract staff ONLY: If the person has answered NO to questions 2, 3, or 4, BUT yes to question 1 (symptoms), a manager can clarify question 1 before determining if the employee can continue to work or be sent home.*

- Fever – If a person self-reports a fever, they should go home until 24 hours after fever has resolved without using any antipyretics (i.e. Advil, Tylenol)*
- Cough - Clarify if this is a new onset of cough or worsening of pre-existing or chronic cough.*

If yes → staff to be sent home.

If no → Identify:

- 1. If source of cough can be identified by staff (i.e. medication, smokers cough, etc.) they can continue to work.*
 - 2. If source of cough cannot be identified by staff, they should be sent home and advised to see their healthcare provider or call Telehealth Ontario.*
- Difficulty breathing → Staff to be sent home and advised to see their healthcare provider or call Telehealth Ontario*

Reference of the COVID-19 active screening questions on the screening form:

1. ***Do you have any of the following symptoms: fever/feverish, new or existing cough and difficulty breathing?**

Yes

No

2. **Have you traveled internationally within the last 14 days (outside Canada)?**

Yes

No

3. **Have you had close contact with a confirmed or probable COVID-19 case?**

Yes

No

4. **Have you had close contact with a person with acute respiratory illness who has been outside Canada in the last 14 days?**

Yes

No