TriHealth Corporate Health

Temperature Screening Process for Employers

On March 18, 2020, Governor DeWine instructed employers to conduct temperature checks of their employees prior to their entering their workplace.

Due to thermometer shortages across the nation, Governor DeWine modified this recommendation on March 19, 2020, to include home monitoring of temperature as an alternative if employers are unable to perform onsite temperature screens.

WHY: Screening is now recommended for all employees entering the workplace in Ohio in an attempt to reduce the transmission of COVID-19.

WHAT: Employers must screen their employees for fever.

HOW: The process for employers to institute temperature checking of employees is outlined below.

WHEN: Temperature screening or reporting should occur before the employee's shift upon entering the organization's office/ facility.

If you have any questions, TriHealth Corporate Health is available to provide guidance. Please contact the TriHealth Corporate Health Employer COVID19 Resource Line at 513 977-0023, Monday through Friday from 8:30 a.m. to 5 p.m.

TriHealth Corporate Health

Temperature Checking Process – By Company

- ☐ Identify defined entry points for employees to arrive at work; limit to one to two entry points.
- ☐ Have an individual(s) designated as the Temperature Checker at designated entry points
- ☐ Secure thermometers and follow manufactuer's guidelines for testing.
- ☐ Ask the questions on the COVID-19 Screening Tool and take the temperature of the employee.
  - If the employee answers yes to any of the questions and/or temperature is at or above 100.4 degrees, employee is not permitted to enter facility.
  - If employee answers no to all questions and temperature is below 100.4 degrees, employee is permitted to enter facility.
- ☐ Designate permission to enter facility (three options)
  - OPTION 1: Daily Permission Card (use a new card each day)
    - Circle and inital current date on permission card.
    - Circle YES if employee answers no to all questions and temperature below 100.4 degrees.
    - Circle NO if employee answers yes to any question and/or temperature is at or above 100.4 degrees; send employee home with instructions to call their Primary Care Provider (PCP).
  - OPTION 2: Employee Checklist
    - Use employee list from company or Manual Tracking Log.
    - If employee answers NO to all questions and temperature is below 100.4 degrees, place CHECKMARK by employee name.
    - If employee answers YES to any question and/or temperature is at or above 100.4 degrees, mark NO by employee name and send employee home with instructions to call their Primary Care Provider (PCP).
  - OPTION 3: Employee Sticker
    - If employee answers NO to all questions and temperature is below 100.4 degrees, place sticker on employee badge; use a different color each day or write date on sticker.
    - If employee answers YES to any question and/or temperature is at or above 100.4 degrees, employee does not receive sticker. Send employee home with instructions to call their Primary Care Provider (PCP).
- ☐ Hand employee permission card (if applicable) once properly filled out.
- ☐ Instruct employee accordingly.
  - If permitted to enter, no additional instruction.
  - If not permitted to enter facility, instruct employee to return home and call their Primary Care Provider and notify appropriate employee personal based on company guidelines.
  - If employee does not have a Primary Care Provider, have employee call an area urgent care center or **TriHealth Priority Care 513 346 3399 (Anderson, Mason, Glenway) | 513 524 5522 (Oxford)**

TriHealth Corporate Health Employer COVID19 Resource Line: 513 977 0023

Monday through Friday, 8:30 a.m. to 5 p.m.

TriHealth Corporate Health

Subjective Fever Screening Process – By Company

- ☐ Identify defined entry points for employees to arrive at work; Limit to 1-2 entry points.
- ☐ Have an individual(s) designated as the Symptom Screener at designated entry points.
- ☐ Symptom Screener will ask each employee if they have or have had a fever (documented or subjective) within the past 24 hours and ask the questions on the COVID-19 Screening Tool.
  - If yes to fever by employee report or any of the questions on the screening tool, employee should be sent home and instructed to contact their primary care provider.
  - If no to fever by employee report and an answer of no to all questions on the COVID-19 screening tool, employee is permitted to enter facility.
- ☐ Designate permission to enter facility (three options)
  - OPTION 1: Daily Permission Card (use a new card each day)
    - Circle and inital current date on permission card.
    - Circle YES if no fever reported and an answer of no to all questions on the COVID-19 screening tool.
    - Circle NO if yes to fever or any of the questions on the COVID-19 screening tool; send employee home with instructions to call their Primary Care Provider (PCP).
  - OPTION 2: Employee Checklist
    - Use employee list from company or Manual Tracking Log.
    - If no fever and an answer of no to all questions on the COVID-19 screening tool, place a checkmark by the employee's name.
    - If yes to fever or any of the questions on the COVID-19 screening tool, mark NO by employee name; send employee home with instructions to call their Primary Care Provider (PCP).
  - OPTION 3: Employee Sticker
    - If no fever and an answer of no to all questions on the COVID-19 screening tool, place sticker on employee badge (use a different color each day or write date on sticker)
    - If yes to fever or any of the questions on the COVID-19 screening tool, mark NO by employee name and send employee home with instructions to call their Primary Care Provider (PCP).
- ☐ Hand employee permission card (if applicable) once properly filled out.
- ☐ Instruct employee accordingly.
  - If permitted to enter, no additional instruction.
  - If not permitted to enter facility, instruct employee to return home, call their Primary Care Provider and notify appropriate employee personal based on company guidelines.
  - If employee does not have a Primary Care Provider, have employee call an area urgent care center or **TriHealth Priority Care 513 346 3399 (Anderson, Mason, Glenway | 513 524 5522 (Oxford)**

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APPENDIX

Permission Card

CLEARED	YES	NO				
May 2020						
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

CLEARED	YES	NO				
June 2020						
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

TriHealth Corporate Health

Manual Tracking Log

Company Name:_____**Date:** _____

Name of Individual Conducting Checks: _____

Last Name	First Name	Employee ID	CLEARED	DENIED

LEGEND:

Check “CLEARED” if temperature is below 100.4 degrees Farenheit.
Check “DENIED” if temperature is at or above 100.4 degrees Farenheit.

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TriHealth

COVID-19 Screening Tool as of April 22, 2020

***Instructions**: **1)** Ask questions below, take temperature, and provide mask to patient if not wearing one **2)** If patient has fever or answers Yes to <u>any</u> question: Fill-in patient name, DOB, temperature, and answers, and instruct patient to hand completed form to the front desk of the office/department they are visiting today.*

Date: _____ **Screening Location:** _____ **Screener Initials:** _____

Employee: _____ **DOB:** _____

1.	**Fever*** *(>100.4)* **Temp Reading** _____ **Thermometer Type**: **Temporal Arterial, Oral, Ear, Infrared Touchless (circle)**	**Yes** **No**
2.	**Shortness of breath?** (not chronic condition, and if shortness of breath from exertion allow rest before observing)	**Yes** **No**
3.	**Active Cough?**	**Yes** **No**
4.	**Respiratory Illness?** (pneumonia, bronchitis, etc..)	**Yes** **No**
5.	**Have you been tested for COVID-19?**	**Yes** **No** If yes, what was the result? _____
6.	**Within 14 days** have you had **unprotected contact** (without mask and protective eyewear) **with a person with confirmed or suspected Coronavirus?**	**Yes** **No**
7.	Within 14 days have you traveled internationally or from the states of New York or Washington? **If yes,** to international inquire if to any of the following: China, Iran, South Korea, Europe (CDC risk group 3 countries)	**Yes** **No** _____ *(state)* _____*(country)*

- If employee answers yes to any question and/or temperature is at or above 100.4 degrees, employee is not permitted to enter facility. Instruct the employee to call their primary care provider.

Source: Ambulatory Visitor Screening Stations

TriHealth Corporate Health

Infrared Thermometers

Infrared thermometers measure the thermal radiation emitted by the object being measured. Measuring the infrared energy emitted by an object can be used to determine the object's temperature, in this case an individual's forehead temperature.

Why use infrared vs. traditional thermometers?

Infrared thermometers often are used as a fever-screening tool during outbreaks such as SARS, Ebola, and currently with the COVID-19 epidemic. With limited availability of traditional thermometers and thermometer covers, infrared thermometers offer another temperature-screening tool. Infrared thermometers also have the advantage of being a quick and effective way to screen large numbers of individuals and do not require person-to-person contact or cleaning between uses.

How accurate are infrared thermometers?

Ranges between 80 degrees F to 99 degrees F have been observed in individuals without a fever. When a person's body is fighting an infection, such as a virus, the core body temperature increases, which opens up the capillaries under the skin to release excess heat. This is why a person's forehead will feel hot to the touch when they have a fever. Skin temperature of an individual with a fever has limited variability making measurement of this temperature a good fever-screening option.

What might impact an infrared thermometer's accuracy?

- Environmental temperature and humidity (outside temperature, temperature in vehicle)
- Circulatory systems issue
- Hair blocking thermometer probe
- Taking fever-reducing medication
- Type of clothing being worn
- Particles in the air, such as dust, smoke, etc.
- Perspiration

How best to use infrared thermometers for temperature screening:

- Read and follow manufacturer's instructions, paying particular attention to recommended distance between thermometer and forehead.
- Keep thermometer lens clean and free of scratches.
- Whenever possible, avoid using in extreme high or low ambient-temperature settings. Take temperature in an indoor environment or with individual inside their vehicle rather than outside during times of high or low ambient temperature.
- Avoid use in an environment of high humidity > 85%
- Make certain the person's forehead is clear of hair, perspiration, hats, or other coverings.

TriHealth Corporate Health

On-Site Employee Temperature Screenings

To help reduce the transmission of COVID-19, temperature screening is recommended for all Ohio employees entering the workplace.

TriHealth Corporate Health is here to help with this process to keep your employees safe and healthy.

On-site Temperature Screening Details

- Staffed by trained Health Specialists from TriHealth.
- Thermometer and supplies, including Personal Protective Equipment (PPE) included.
- Accommodation of multiple shifts, including third-shift and weekend hours
- Drive-up testing capabilities
- Services can be scheduled on site within one week

For more information or to schedule, please contact the TriHealth Corporate Health Employer COVID-19 Resource Line at 513 977 0023.

Benefits of On-site Temperature Screenings

- Keep your workforce safe and healthy.
- Identify potential illness prior to entering the workplace.
- Provide peace of mind for employees while at the worksite.

For more information, contact

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We look forward to partnering with you to improve the safety of your employees

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