Date & Time of Check-In	
Employee Name	

Your Temperature

Questions to answer:		Yes	No
<ol> <li>Are you experiencing any of these symptoms not related to a chronic condition seasonal allergies or other known medical reason other than COVID-19:         <ul> <li>a. Shortness of breath or difficulty breathing?</li> <li>b. Sore throat or coughing?</li> <li>c. Fever and/or chills?</li> <li>d. New loss of taste or smell?</li> <li>e. Diarrhea, nausea or vomiting?</li> <li>f. Body aches?</li> <li>g. Nasal congestion/runny nose?</li> </ul> </li> </ol>	n,		
2. Have you had a fever of 100.4°F or greater in the past 72 hours?			
3. Have you had close (non-masked, prolonged contact for more than 15 minutes) contact in the last 14 days with an individual diagnosed with or suspected to have COVID-19?			
4. Have you been diagnosed with COVID-19 and have not yet had fewer than 3 days without symptoms? ( <i>if still symptomatic, check "yes"; if 3 days symptom-free &amp; fever-free after diagnosis, check "no"</i> )			

IF THE ANSWER TO ANY OF THE ABOVE QUESTIONS IS "YES" THEN YOU SHOULD NOT PROCEED ONTO CAMPUS AND SHOULD CHECK IN WITH YOUR SUPERVISOR ABOUT WORKING REMOTELY OR USING SICK TIME UNTIL YOU ARE SYMPTOM-FREE. PLEASE CONTACT HUMAN RESOURCES (<u>hr@washcoll.edu</u>) WITH ANY QUESTIONS OR FOR SUPPORT AS YOU NAVIGATE NEXT STEPS.

As a reminder, when you are on campus:

Wear a mask.

Distance yourself from others at least 6 feet

Take care to be in close proximity with others on campus for as short a time as possible; have longer conversations outside with more space between people.

Frequently wash your hands for at least 20 seconds with soap and water

Use hand sanitizer of at least 60% alcohol solution until you can wash your hands