Algorithm Process for Managing Staff who Present to Points of Entry

Staff member presents. Maintain spatial separation.
Check temperature* of staff member. Temperature Threshold is 38 degrees

Ask: Do you have any of the following symptoms:
- Fever (greater than 38 degrees Celsius)?
- “New” onset of (or exacerbation of chronic) cough?
- Shortness of breath?
- Difficulty breathing?
- Sore throat?
- Runny nose?
- Malaise
- Headache

*Staff should refrain from drinking hot beverages 15 minutes before, or smoking 5 minutes before, having their temperature taken

Yes

Immediately give staff member a mask to put on, have them use hand hygiene and direct them sit in a separate area to speak with a screening supervisor.

Screening supervisor will then instruct staff member to contact their manager regarding their screening results. If staff member does not have their own phone to make this call, the screening supervisor is to make the call for them.

After their manager has been notified, instruct staff member they are to go home to self-isolate and contact OESH at 1-888-203-4066.

No

Staff member is cleared to proceed to work today.