

Entry Screening Job Aid – PATIENT

Preventing Infection: Protecting Patients and Our Health Care Team

Ensure individual is masked*

*** For PATIENTS who claim a medical mask exemption, see MHC COVID-19 – Care for Medical Mask Exemption Patients, Job Aid for Entry Screeners**

Ask PATIENT:

- ☐ If patient is vaccinated, confirm using the **Confirming Completed COVID-19 Vaccination Job Aid**
- ☐ Do you have a COVID test pending due to COVID symptoms?
- ☐ In the last 48 hours, have you had one of these symptoms not explained by a known medical or physical condition:
 - ✓ Temperature $\geq 100.4^{\circ}$ or chills?
 - ✓ Shortness of breath or difficulty breathing?
 - ✓ Sore throat?
 - ✓ Uncontrolled or new onset cough?
 - ✓ Muscle pain or body aches?
 - ✓ Nausea or vomiting?
 - ✓ Fatigue?
 - ✓ Diarrhea?
 - ✓ New loss of taste or smell?
 - ✓ Congestion or runny nose?
 - ✓ Severe headache?
 - ✓ Abdominal pain?
- ☐ Have you TESTED POSITIVE for COVID-19 in the last 10 days? AND
 - ✓ Initial symptoms were in the last 10 days?
 - ✓ Fever within last 24 hours?
 - ✓ Symptoms have **not** been improving over the last 3 days?
 - ✓ Never had COVID-19 symptoms?
- ☐ In the last 2 weeks, have you been exposed to a person with suspected (awaiting test results) or positive COVID-19? DOES NOT APPLY TO CONFIRMED VACCINATED PATIENTS

NO

Take temperature: Is temperature $\geq 100.4^{\circ}$?

NO

- ☐ Direct individual to hand-sanitize
- ☐ Provide individual a MHC earloop mask (tracheostomy – use surgical mask with ties) to REPLACE any mask they arrive with—**new MHC-issued earloop mask required for every individual in the building**
- ☐ Direct individual to hand-sanitize again

Follow **Standard Work for Care of Patient WITHOUT Confirmed or Suspected COVID-19**

Direct patient to:

- ☐ Leave
- ☐ Monitor symptoms
- ☐ Contact provider to reschedule

NO

Determine if provider requires that patient have immediate in-person care

YES

- ☐ Direct individual to hand-sanitize
- ☐ Provide individual a MHC earloop mask to REPLACE any mask he/she arrives with—**new MHC-issued earloop mask required for every individual in the building**
- ☐ Direct individual to hand-sanitize again

- ☐ If not done already, take patient's temperature
- ☐ Isolate the patient & authorized companion, segregate them from well patients in the facility in a designated area
- ☐ Follow **Standard Work/Ambulatory Protocol for Confirmed or Suspected COVID-19 Patients**

NOTE: Entry screeners must wear masks; should wear face shield if available.

Entry screeners must use eye protection (face shields or goggles) and N95 masks only when within 6 feet of an individual who is not masked or who has tested positive for COVID-19 in the last 10 days.

Refer any dissatisfied patients to Patient Liaison

Entry Screening Job Aid – VISITORS

Preventing Infection: Protecting Patients and Our Health Care Team

Ensure individual is masked*

YES

* VISITORS who claim a medical mask exemption are not permitted to enter

- **VISITORS ARE RESTRICTED**
- Does visitor meet current exceptions? Refer to current visitor restrictions
- If visitor is vaccinated, confirm using the **Confirming Completed COVID-19 Vaccination Job Aid – VISITORS**

NO

Visitor leaves

YES

Ask VISITOR:

- ☐ Has your Health Department directed you to quarantine?
- ☐ Do you have a COVID test pending (includes pre-procedural)?
- ☐ In the last 48 hours, have you had one of these symptoms not explained by a known medical or physical condition:
 - ✓ Temperature $\geq 100.4^{\circ}$ or chills?
 - ✓ Shortness of breath or difficulty breathing?
 - ✓ Sore throat?
 - ✓ Uncontrolled or new onset cough?
 - ✓ Muscle pain or body aches?
 - ✓ Nausea or vomiting?
 - ✓ Fatigue?
 - ✓ Diarrhea?
 - ✓ New loss of taste or smell?
 - ✓ Congestion or runny nose?
 - ✓ Severe headache?
 - ✓ Abdominal pain?
- ☐ In the last 2 weeks, have you been exposed to a person with suspected (awaiting test results) or positive COVID-19? DOES NOT APPLY TO CONFIRMED VACCINATED VISITORS
- ☐ Have you TESTED POSITIVE for COVID-19 in the last 10 days?

YES to ANY

Direct individual to:

- ☐ Leave
- ☐ Monitor symptoms
- ☐ Contact provider if symptoms worsen

NO

Take temperature: Is temperature $\geq 100.4^{\circ}$?

NO

- ☐ Direct individual to hand-sanitize
- ☐ Provide individual a MHC earloop mask to REPLACE any mask he/she arrives with—**new MHC-issued earloop mask required for every individual in the building**
- ☐ Direct individual to hand-sanitize again

- ☐ Record individual's name and telephone number
- ☐ If you have confirmed the visitor's completed COVID-19 vaccination, write a **V** on the visitor pass/sticker

Instruct individual to proceed DIRECTLY to destination

NOTE: Entry screeners must wear masks; should wear face shield if available.

Entry screeners must use eye protection (face shields or goggles) and N95 masks only when within 6 feet of an individual who is not masked or who has tested positive for COVID-19 in the last 10 days.

Confirming Completed COVID-19 Vaccination Job Aid

Preventing Infection: Protecting Patients and Our Health Care Team

* VISITORS who claim a medical mask exemption are not permitted to enter

* For PATIENTS who claim a medical mask exemption, see **MHC COVID-19 – Care for Medical Mask Exemption Patients, Job Aid for Entry Screeners**

Ensure individual is masked*

YES

Ask individual:

- ☐ Do you have proof of COVID-19 vaccination, final dose ≥ 14 days ago?
Accepted proof is one of the following only:
 - Completed Vaccination Record Card
 - Photo of completed Vaccination Record Card
 - Vaccination record from the Michigan Care Improvement Registry (MCIR)
- ☐ Do you have a photo I.D.?

YES

NO

Continue with:

- ☐ **Entry Screening Job Aid – VISITORS**
NOTE: visitor may meet exceptions to current visitor restrictions for non-vaccinated visitors
- OR
- ☐ **Entry Screening Job Aid – PATIENTS**

- ☐ Compare photo I.D. to vaccination documentation
- ☐ Confirm vaccination documentation shows last vaccine was ≥ 14 days ago
- ☐ Return I.D. and documentation

PATIENT

Continue with **Entry Screening Job Aid – PATIENTS**, the patient must still be screened for potential COVID-19

VISITOR

- ☐ One fully vaccinated person per day is welcome at the bedside or to accompany a patient to any other Munson Healthcare clinic or facility
- ☐ Does the visitor meet this exception?

NO

Visitor leaves

YES

Continue with **Entry Screening Job Aid – VISITORS**, the visitor must still be screened for potential COVID-19

Entry Screening Job Aid – ESSENTIAL VENDOR, CONTRACTOR, NON-EMPLOYED PROVIDER

Preventing Infection: Protecting Patients and Our Health Care Team

Ensure individual is masked*

*** Anyone other than patients who claims a medical mask exemption is not permitted to enter**

NOTE: Entry screeners must wear masks; should wear face shield if available.

Entry screeners must use eye protection (face shields or goggles) and N95 masks only when within 6 feet of an individual who is not masked or who has tested positive for COVID-19 in the last 10 days.

YES

Ask VENDOR/CONTRACTOR/NON-EMPLOYED PROVIDER:

- ☐ Do you have an uncontrolled cough not explained by a known medical or physical condition?
- ☐ Do you have shortness of breath not explained by a known medical or physical condition?
- ☐ Do you have a temperature at or above 100.4° not explained by a known medical or physical condition?
- ☐ Do you have at least TWO of the following, not explained by a known medical or physical condition:
 - ✓ Loss of taste or smell
 - ✓ Muscle aches
 - ✓ Sore throat
 - ✓ Severe headache
 - ✓ Diarrhea
 - ✓ Nausea and/or vomiting
 - ✓ Abdominal pain

YES to
ANY

Direct individual to:

- ☐ Leave
- ☐ Call manager to let manager know he/she will not be working
- ☐ Monitor symptoms
- ☐ Contact provider if symptoms worsen

NO

This is identical to the
Employee Self-Screening

Ask:

- ☐ In the last 2 weeks, have you been exposed to a person with suspected (awaiting test results) or positive COVID-19?

YES

Direct individual to carefully monitor for COVID-19 symptoms

- ☐ Direct individual to hand-sanitize
- ☐ Provide individual a MHC earloop mask to REPLACE any mask he/she arrives with—**new MHC-issued earloop mask required for every individual in the building**
- ☐ Direct individual to hand-sanitize again

Instruct individual to proceed to work

Employee & Non-employed Provider Self-Screening

- Employee & Non-employed provider uses web tool prior to reporting for work
- If unable to use web tool, employee signs the Employee Self-Screening Log in his/her department

**New employees may
require screening**