

Requirements for Daily COVID-19 Screening of Employees

Employees must complete this screening form prior to each visit to the EMU campus. The information below is necessary for the continuous legitimate business and educational operation of Eastern Michigan University. It is, and will be, maintained in compliance with applicable U.S. law, educational accrediting body requirements, and institutional policies and procedures.

Therefore, on or before each employee's arrival on campus each day, please ask each employee these 8 questions, and record their response:

1. Do you currently have symptoms of **fever of 100.4 or higher**?
2. Do you currently have symptoms of a **cough** that are not related to an existing known health condition?
3. Do you currently have symptoms of **shortness of breath** that are not related to an existing known health condition?
4. Do you currently have symptoms of **sore throat** that are not related to an existing known health condition?
5. Do you currently have symptoms of **diarrhea** that are not related to an existing known health condition?
6. Do you currently have symptoms of **loss of taste or smell** that are not related to an existing known health condition?
7. Have you had **close contact** (as defined above) in the last 14 days with an individual symptomatic or diagnosed with COVID-19? [Health care personnel using appropriate PPE should answer 'no'].

“Close contact” is defined as “being within 6 feet (2 meters) of a person with COVID-19 symptoms or COVID-19 positive (lab confirmed) two days prior to the onset of symptoms or date of the lab test.”

Note: Health care personnel, when using appropriate PPE in the course of their duties, do not meet the criteria for close contact unless there is an unprotected exposure.

8. Have you **travelled via airplane internationally** in the last 14 days?

If your employee answered “YES” to any of the screening questions, they are not permitted on the EMU campus and should self-isolate/self-quarantine at home as follows:

- If symptoms are present, self-isolation should occur until (1) a minimum of 3 days have passed since recovery (resolution of fever without medications and improvement in respiratory symptoms) and (2) at least 10 days have passed since symptoms first appeared.
- Self-isolation should occur for 14 days if the employee had close contact with an individual diagnosed with COVID-19.
- Self-isolation should occur for 14 days following international travel.

Please remind your employees that while on EMU's campus:

- You must observe proper physical distancing behavior (at least 6 feet away from any other person outside your household). EMU will limit capacity inside all facilities to provide for physical distancing as applicable which includes, but is not limited to, use of signs, contact barriers, entrance limits and specialized hours.
- You must wear a face covering while indoors and in the presence of another individual. You may wear your own face covering or the University will have face coverings available for employees who are required to come to campus.