Daily Wellness Check Protocol

For those University of Arizona Departments that institute a daily wellness check, every employee in that department upon arriving at the University will be expected to first check in at their Department's Wellness station before going to their work location. This check-in is required at the beginning of each day/shift for the employee.

Each employee will be identified by name/department and asked the following:

1. In the last 24 hours have you had or developed fever, cough, chest pain or shortness of breath?
2. Is any member of your household sick with a respiratory infection?
3. Have you been in close contact (within 6 feet for 15 or more minutes?) with a confirmed positive COVID-19 patient?

The employee will then have their temperature taken and results will be recorded on daily wellness logs.

A temperature:
- At or below 99.4 degrees (F) and NO responses to all three questions will clear the employee for work.
- Between 99.5 - 99.9 degrees (F) will be repeated in one hour. The employee will be asked to self-isolate for that hour before retesting.
- At or above 100 degrees will be asked to call Campus Health (CHS) at 520-621-9202.

If the employee answers YES to Question #1:
The employee will be asked to call Campus Health (CHS) at (520) 621-9202.

The Charge Nurse will contact the employee and determine disposition and if further evaluation is needed. If further evaluation is needed, a CHS Provider will contact them by phone (the Nurse may instruct the employee to go home while waiting for that contact).

If, after speaking to the employee, testing is indicated, the provider will order the COVID-19 test, review symptomatic treatment and have the employee continue to remain available for phone contact until they are called by the staff in the Campus Health Walk-in-Clinic to arrange COVID-19 testing.

Once tested, the employee is instructed to go home and will be contacted by Campus Health when the results are available.

The Charge Nurse will instruct the employee to contact his/her supervisor if they have been instructed to leave work. The Supervisor may contact Campus Health, 520-621-9202, to determine the need to inform the appropriate co-workers regarding possible exposure. Potentially exposed co-workers can remain at work but should wear a surgical mask and monitor for symptoms. It may be recommended that those potentially exposed employees check their temperatures twice a day until COVID-19 results are back. If negative, twice daily temperature checking will stop for co-workers. If positive, they will continue for 14 days from the time the ill employee was sent home, provided no symptoms develop in these contacts.

If the employee answers YES to Questions #2 or #3:
They will be asked to wear a mask and check their temperature twice a day until the sick household member has completely recovered (72 hours after fever broke and improving symptoms). It is expected that the employee notify Campus Health if that household member tests positive for COVID-19.

For more information, contact Elvira Perez, RN, Nursing Supervisor or Trisha Kelly, RN, Assistant Nursing Supervisor.

For up-to-date information on COVID-19:
HEALTH.ARIZONA.EDU

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