



## ACPS FACILITIES COVID-19 SCREENING FOR EMPLOYEES & VISITORS

**PLEASE READ EACH QUESTION CAREFULLY AND SELECT THE ANSWER THAT APPLIES TO YOU.**

<p>In the past 48 hours, have you experienced any of the following symptoms:</p> <ul style="list-style-type: none"> <li>• fever (100°F or higher) or chills</li> <li>• cough</li> <li>• shortness of breath or difficulty breathing</li> <li>• fatigue</li> <li>• muscle or body aches</li> <li>• headache</li> <li>• new loss of taste or smell</li> <li>• sore throat</li> <li>• congestion or runny nose</li> <li>• nausea or vomiting</li> <li>• diarrhea</li> </ul>	<b>YES</b>	<b>NO</b>
<p>In the past 14 days, have you been in close contact (within 6 feet for a total of 15 minutes or more over a 24-hour period) with someone with suspected or confirmed COVID-19?</p>	<b>YES</b>	<b>NO</b>
<p>In the past 10 days, have you been diagnosed with or presumed positive for COVID-19?</p>	<b>YES</b>	<b>NO</b>
<p>Are you isolating or quarantining because you may have been exposed to a person with COVID-19 or are worried that you may be sick with COVID-19?</p>	<b>YES</b>	<b>NO</b>
<p>Are you currently waiting on the results of a COVID-19 test?</p>	<b>YES</b>	<b>NO</b>

**Did you answer NO to ALL QUESTIONS?**

Access to ACPS facilities **APPROVED**.

**Did you answer YES to ANY QUESTION?**

Access to ACPS facilities **NOT APPROVED**.  
Please see page 2 for further instructions.

*Thank you for helping us protect you and others during this time.*

# THE SCREENING YOU COMPLETED INDICATES THAT YOU MAY BE AT INCREASED RISK FOR COVID-19.

IF YOU ARE NOT FEELING WELL, WE HOPE THAT YOU FEEL BETTER SOON!

Here are instructions for what to do next:

1

If you are not already at home, please avoid contact with others and go straight home immediately.

2

Monitor your symptoms and call your health care provider to determine if COVID-19 testing is recommended.

3

If you are an employee, contact your supervisor to discuss options for telework and/or leave.

Before going to a healthcare facility, please call and let them know that you may have an increased risk for COVID-19. In case of a life-threatening medical emergency, dial 911 immediately!

## RETURNING TO WORK: GUIDANCE FOR EMPLOYEES



**If you have symptoms consistent with COVID-19 or you test positive for COVID-19 and have symptoms**, you should stay home until at least 10 days have passed from the onset of symptoms AND you have been fever-free for 24 continuous hours without the use of fever-reducing medications AND respiratory symptoms have improved. **If you test positive for COVID-19, but have no symptoms and remain asymptomatic**, you should stay home until at least 10 days have passed since the positive test result. Employees should report a diagnosis of COVID-19 to their supervisor as soon as possible.



**If you have a chronic medical condition or have received an alternate diagnosis from a health care provider that causes COVID-19-like symptoms** and you need to access an ACPS facility within the next few days, please call your school nurse or the ACPS COVID-19 Coordinator at 434-249-4625 to determine whether you can safely be granted access to an ACPS facility.



**If you have been in close contact with someone who has COVID-19**, you should stay home and self-quarantine for 14 days from the last day of exposure. You may return to work if the symptomatic person receives a negative COVID-19 test result or after the quarantine period, so long as you do not develop symptoms.



**If you develop symptoms during quarantine**, you should obtain a COVID-19 test at the provider of your choice or contact the health department for assistance. Symptomatic employees awaiting COVID-19 test results must not report to work.

*This screening tool was developed by the Centers for Disease Control and Prevention (CDC) and adapted for use by Albemarle County Public Schools. For information about COVID-19 and basic instructions to prevent the spread of disease, visit the CDC's COVID-19 website at: <https://www.cdc.gov/covid19>*