Purpose: This guide has been developed to support the screening of essential employees to assess need to self-isolate and work remotely. Non-essential employees are encouraged to work remotely, until further notice.

Procedure:
1. **Assess Current Symptoms upon arrival:**
   - Take temperature with temporal or forehead touchless thermometer
   - Are you taking any medication to treat or suppress a fever? Yes/No
   - Are you currently experiencing any of the following symptoms?

<table>
<thead>
<tr>
<th>Column A 1 or more symptoms</th>
<th>Column B 2 or more symptoms</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fever (99.5°F or higher(^1))</td>
<td>Lack of smell or taste (without congestion)</td>
</tr>
<tr>
<td>Cough</td>
<td>Sore throat</td>
</tr>
<tr>
<td>Shortness of breath</td>
<td>Chills</td>
</tr>
<tr>
<td>Difficulty breathing</td>
<td>Muscle pain</td>
</tr>
<tr>
<td>Headache</td>
<td></td>
</tr>
</tbody>
</table>

   “Has Symptoms” is defined as having 1 or more symptom(s) in Column A OR 2 or more symptoms in Column B OR Yes to medication to suppress a fever.

2. **Provide Guidance (Table 1):**

<table>
<thead>
<tr>
<th>Status</th>
<th>Employer Recommendation</th>
<th>Guidance for Essential Employee</th>
</tr>
</thead>
</table>
   | No Symptoms       | Symptom and temperature check daily upon arrival | 1. Employee self-monitor for symptoms.  
2. Wear a face mask at all times.  
3. Practice social distancing in the work-place and do not congregate in common areas.  
4. Go home immediately if they become sick.  
5. Do not share headsets or objects used near face. |
   | Has Symptoms      | Self-Isolate at home   | 1. Notify supervisor.  
2. Remain home and self-isolate until “COVID-19 Return to Work Guidance” is met. |
   | Positive Test Result | Self-isolate at home | 1. Notify supervisor.  
2. Follow the “COVID-19 Positive Test Result or Exposure” guidance.  

\(^1\) Taken with temporal thermometer
COVID-19 Exposure or Positive Test Result:

To ensure continuity of operations of essential functions, the Centers for Disease Control (CDC) advises that essential employees and healthcare personnel may be permitted to continue work following potential exposure to COVID-19, provided they remain asymptomatic and additional precautions listed in Table 1 are implemented to protect them and the community.

Individuals are notified by their physician or the Health Department about test results for COVID-19. If an employee receives a positive test result for COVID-19, employee should remain at home in isolation until COVID-19 Return to Work Guidance is met.

Test results would include the following:

- Detection of SARS-CoV-2 RNA in a clinical specimen using a molecular amplification detection test
  - Individuals should follow the guidance in Table 1 and “Instructions for Individuals Tested for COVID-19” (see below).

- Detection of specific antigen in a clinical specimen
  - Individuals should follow the guidance in Table 1 and “Instructions for Individuals Tested for COVID-19” (see below).

- Detection of IGM antibody in serum, plasma, or whole blood indicative of a new or recent infection
  - Individuals should follow the guidance in Table 1 and “Testing for COVID-19 Antibodies” (see below).

**Note:** If an individual is asymptomatic or has very mild symptoms, they will not be tested. Individuals are encouraged to follow the self-monitoring and quarantine guidance and call their primary care physician if symptoms worsen.

If an employee tests positive for COVID-19, the building does not need to be evacuated. An employer may choose to voluntarily close to perform a deep cleaning out of an abundance of caution (see “Cleaning and Hygiene” button at www.chesco.org/coronavirus).
Temperature Assessment:

The temperature considered a fever differs based on how temperature is taken.

<table>
<thead>
<tr>
<th>Mode</th>
<th>Temperature for fever</th>
</tr>
</thead>
<tbody>
<tr>
<td>Temporal or axilar</td>
<td>99.5°F or higher</td>
</tr>
<tr>
<td>Oral</td>
<td>100.0°F or higher</td>
</tr>
</tbody>
</table>

COVID-19 Return to Work Guidance:

Essential employees may discontinue home isolation and return to work under the following conditions:

- At least 3 days (72 hours) have passed since your fever went away without the use of fever-reducing medication
- **AND** improvement in respiratory symptoms (e.g., cough, shortness of breath)
- **AND** At least 7 days have passed since symptoms first appeared.

Essential employees and healthcare personnel (HCP) with symptoms under home isolation **MUST** be excluded from work until:

- At least 3 days (72 hours) have passed since your fever went away without the use of fever-reducing medication
- **AND** improvement in respiratory symptoms (e.g., cough, shortness of breath)
- **AND** At least 7 days have passed since symptoms first appeared.

After returning to work, essential employees and HCP should:

- Wear a facemask at all times while at work until all symptoms are completely resolved or until 14 days after illness onset, whichever is longer.
- Be restricted from contact with severely immunocompromised individuals/patients (e.g., transplant, hematology-oncology) until 14 days after illness onset.
- Adhere to hand hygiene, respiratory hygiene, and cough etiquette (e.g., cover nose and mouth when coughing or sneezing, dispose of tissues in waste receptacles).
- Self-monitor for symptoms. Seek immediate re-evaluation from occupational health/primary care provider and do not work if symptoms recur or worsen.
INSTRUCTIONS FOR INDIVIDUALS TESTED FOR COVID-19

Note: This guidance is not for antibody or serology testing.

**TEST RESULTS**

Contact the physician who ordered the test for results.
Do not call the Health Department for your results.
Results are typically available within 7 days of testing, but may be delayed at times depending on testing volume and the laboratory used.

**WHILE YOU WAIT FOR YOUR RESULTS**

- Self-isolate to your home.
- Others who live in your home should also stay home.
- If you live with others, self-isolate in a private room and use a separate bathroom, if possible.
- Wear a mask when you enter general living areas.
- If your symptoms worsen, call your healthcare provider.
- Make a list of close contacts - within 6 feet for more than 10 minutes - you have from two days before you became sick until you began self-isolating.

**WHAT TO DO IF YOU TEST POSITIVE**

- Notify your close contacts and let them know to quarantine at home for 14 days.
- If your symptoms worsen or you require hospitalization, notify your healthcare provider immediately.
- Continue to self-isolate at home until you have recovered:
  - **72 HOURS NO Fever without medicine** AND **Other Symptoms have improved** AND **7 DAYS since Symptoms began**

**WHAT TO DO IF YOU TEST NEGATIVE**

- If you had a known exposure to someone with COVID-19, continue to quarantine for 14 days after your exposure.
- If you did not have a known exposure to someone with COVID-19 and do not have symptoms, you can stop your quarantine.
- If you did not have a known exposure to someone with COVID-19 and have symptoms, you may have another illness. Stay home until 3 days after your last day of your symptoms.

For more information visit: Chester County Health Department
www.chesco.org/coronavirus
CLOSE CONTACT NOTIFICATIONS FOR COVID-19

STEP 1: ENTER THE DATES BELOW

A. Date symptoms began: 

B. Date 2 days before symptoms began: 

C. Date self isolation began: 

STEP 2: MAKE A LIST OF WHO YOU CAME INTO CLOSE CONTACT WITH BETWEEN DATE B AND DATE C

Who were you in close contact with? Did you visit a doctor’s office? Did you go to work?

Date of contact  Name of person or facility  Contact Number

STEP 3: IF YOU TEST POSITIVE, CALL THOSE YOU CAME INTO CLOSE CONTACT WITH AND TELL THEM TO

Stay Home for 14 Days from Date of Contact

Monitor Their Health for Symptoms

INFORM WORKPLACE  AVOID CONTACT WITH OTHERS  DON’T TAKE PUBLIC TRANSPORTATION  FEVER  COUGH  SHORTNESS OF BREATH

When to Seek Medical Advice

During the 14 days if they feel sick with fever, cough, or difficulty breathing:

• Call ahead before they go to a doctor’s office or emergency room and tell them about their exposure
• Their healthcare provider will assess if they need to be tested for COVID-19

For more information visit: www.chesco.org/coronavirus

Chester County Health Department

Coronavirus COVID-19

Workforce Screening

Updated: April 22, 2020
Chester County Health Department
Coronavirus COVID-19
Workforce Screening
Updated: April 22, 2020

Testing for COVID-19 Antibodies

Today you have been tested to see if you have any antibodies to COVID-19. Your body makes antibodies to protect you from infections, like COVID-19. Your body makes different antibodies at different times during illness and recovery.

IgM antibody

IgM is often the first antibody made when a person is exposed to a germ. It is an early response antibody. Your body usually starts to make IgM antibodies during the first week of illness, and stops making IgM antibodies after a few weeks.

IgG antibody

IgG is usually made next. Your body usually starts to make IgG antibodies after the first week of illness. IgG antibodies may stay in the body for weeks, or longer. If you have IgG antibodies, it might mean that you are immune to the illness for a period of time, probably weeks to months.

What Your Antibodies Can Tell You and Your Doctor

This test looks for IgM and IgG. This test does not measure how many antibodies you have, only if they are there or not. This test does not tell you how well your antibodies work. This test might pick up antibodies from a coronavirus that does not cause COVID-19. However, this test can give doctors some information about how your body is responding to an infection.

With this information, doctors can give you guidance on:

- If you need to self-isolate to reduce the spread of COVID-19
- If you are in recovery, but still possibly contagious
- If you are at end of your illness and might be immune for the moment
- If you had COVID-19 in the past, even if you were never diagnosed or never felt sick

Reading Your Test Results

Positive for IgM Antibodies

- You may have COVID-19
- You are likely contagious
- Self-isolate at home
  - Stay home until:
    - No fever for 72 hours without medication
    - Other symptoms have improved
    - 7 days have passed since symptoms started

Positive for Both IgM and IgG Antibodies

- You may have COVID-19
- You are starting to recover
- You may still be contagious
  - Stay home until:
    - No fever for 72 hours without medication
    - Other symptoms have improved
    - 7 days have passed since symptoms started

Positive for IgG Antibodies

- You are likely in recovery or have recovered
- You may be immune to COVID-19 for a period of time
- We do not know how long you will be immune

Negative for Both IgM and IgG

- You are not immune to COVID-19
- You can still become sick

Control not Visible

- Your test did not work properly and there is no result
- You need to be tested again

Regardless of Your Test Results...

We are still learning about COVID-19, how we recover, and how long we are immune to COVID-19.

Please continue to follow public health guidance regarding prevention strategies including handwashing and social distancing.