Sample Script for Staff on Daily Log / Health Check Procedures

Note: Employees should refer to OSU’s Self-Screening protocol: covid.oregonstate.edu/resumption-plan-testing

During check in, program staff must check for new COVID-19 symptoms for anyone entering the program facility/area or working with youth and staff.

Using a daily log, document that a daily health check was completed on every person entering the program by indicating ‘pass’ or ‘fail’ only. In order to maintain privacy, do not record symptoms, temperatures, COVID-19 test results or vaccine status on the daily log sheet.

Inability to provide verbal verification to the questions below requires temporary exclusion from the program, unless otherwise directed by the local public health authority (LPHA).

SCREENING QUESTIONS:

1. “In the past 10 days, have you [or NAME OF CHILD] had COVID-19 or tested positive for COVID-19?

If YES, the person should be sent home and must be excluded from the program for at least 10 days after onset of illness or, if the individual is asymptomatic, at least 10 days after they tested positive, plus 24 hours after fever is gone, without use of fever-reducing medication.

Exceptions to mandated exclusion based on confirmed COVID-19 cases include:

- No exceptions, unless otherwise directed by the LPHA or a health care provider.

2. “In the past 14 days, have you [or NAME OF CHILD] been exposed to someone known to or suspected to have COVID-19?”

If YES, any ‘susceptible’ person* should be sent home and must be excluded from the program for a period of time specified in the rules adopted by OHA after exposure to COVID-19.

Exceptions to mandated exclusion based on exposure include:

- A fully vaccinated person (who received full dosage, plus 14 days since their final dose) who has no COVID-19 symptoms.
- A susceptible person who has no COVID-19 symptoms, and for whom the LPHA authorizes a shortened exclusion period.

*According to OAR 333-019-0010, ”susceptible” means: (A) For a child, lacking documentation of immunization required under OAR 333-050-0050, (B) For an employee, lacking evidence of immunity to the disease.

Note: OSU does not require that children or program staff be tested for COVID-19. Individuals conducting daily health checks should not ask for, collect or retain COVID-19 test results or vaccination documentation that may be voluntarily shared as part of the daily health check.

Excerpt from Sample Communicable Disease Plan Template - Revised 7-02-2021