

Tompkins County Public Library Employee Health Screening Procedure & Policy

Recommended by Tompkins County Health Department

Supervisor will ask the following three questions, consistently, by phone, text, email, or app if available, of all employees before each shift:

1. Have you had a recent onset of fever, cough, shortness of breath, or body aches?
2. Have you been in the same room with a patient with COVID-19 in the last 14 days?
3. According to a health department advisory or recommendation, have you come into contact with a COVID-positive patient?

If employee answers yes, they must not report to work.

Director will advise sick employees to follow [CDC-recommended steps](#). Employees may not return to work until they have met the criteria to [discontinue home isolation](#) and have consulted with a healthcare provider and state or local health department. Documentation will not be required for return to work; however individuals will need to participate in mandatory screening of all employees.

Revision History

Changes	Approving Staff Member	Date
Drafted	Annette Birdsall	5-18-20
Revised	Jennifer Schlossberg	5-22-20
Approved	Library Services & Policy Committee	5-22-20
Approved	Board of Trustees	5-26-20