

# Staff Self-Screening Checklist

Review checklist **BEFORE** leaving the home to report to school on premises

1. In the past 24 hours, have you experienced any of the following:

**Two of the following symptoms:**

Fever (above 100.4 °F)	Sore throat
Chills	Congestion
Fatigue	Nausea
Myalgia	Vomiting
Headache	Diarrhea



**One of the following symptoms:**

Cough  
Shortness of breath  
Difficulty breathing  
New loss of taste or smell

2. In the past 24 hours, have you been exposed to anyone who has tested positive for COVID-19?

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**If you reply YES to any of the questions above, please stay home and follow the steps below:**

**Step 1:** Report absence to your supervisor or as prescribed by your supervisor for your department/building.

**Step 2:** Based on your reply to above questions, it is recommended by the Montgomery County Office of Public Health to get tested for COVID-19. Montgomery County testing centers can be found [here](#)

**You shall not enter a Methacton facility until cleared by a physician to return to school or meet the following criteria listed below:**

If test result is **NEGATIVE**, on premises return permitted after 24 HOURS if fever free **AND** improved symptoms. Copy of test results required in order to return.

- If test result is **POSITIVE**, on premises return permitted after:
  - *Positive with symptoms:* You must meet all 4 criteria -> 24 hours with no fever **AND** improvement in symptoms **AND** 10 days since symptoms first appeared **AND** provide copy of test results.
  - *Positive without symptoms:* You must meet all 3 criteria -> You may return after 10 days of testing date **AND** provide copy of test results **AND** letter from contact tracer stating date of return to school.

- If testing is NOT required by a healthcare provider, you will need documentation of a differential diagnosis **AND** must be fever free for 24 hours **AND** improved symptoms to return.
- If unable/refuses to get tested you are then presumed positive with symptoms and will be required to be excluded for 14 days from notification of absence due to inability to provide copy of test results.
- All exclusion determinations for students with CLOSE CONTACT to Positive cases will be determined by the Montgomery County Department of Health following their assessment and contact tracing. A letter from the County or doctor's note is required in order to return.

*Thank you for your cooperation in helping limit exposure to COVID-19 and in helping protect self and others.*