

All Staff Huddle Topic

TOPIC: Management of Healthcare Personnel (HCP) without known COVID-19 Exposure

Summary/Overview Statement: Provide guidelines for monitoring of health status on a daily and shift-by shift basis of all enterprise-wide employees in the SHC system

Situation/Background

The CDC has issued a directive related to daily monitoring of personnel for symptoms concerning COVID-19. Stanford Health Care has been actively participating with the CDC, California Public Health Department, and Santa Clara County Public Health department on preparedness and coordination related to COVID-19.

Daily Monitoring Instructions

All SHC and LPCH staff and providers must self-monitor for symptoms concerning COVID-19 infection

Daily Mandatory Monitoring at beginning of shift/work day

- Daily check-ins during scheduled workdays are required, continuous self-monitoring is expected. Documentation of status is not required.
- Physicians, residents, interns, providers, & medical students: A mandatory daily check-in with supervising attending physicians to report symptoms or lack of symptoms.
- All clinical and non-clinical staff & contractors/vendor representatives: A mandatory daily check-in with direct supervisor or designee to report symptoms or lack of symptoms.

ASK ALL STAFF/PROVIDERS TO REPORT SELF MONITORING SYMPTOMS FOR POSSIBLE COVID-19

- Influenza-like illness or
- fever (subjective or $T \geq 100^{\circ}$ Fahrenheit/ 37.8° Celsius) **or**,
- cough **or**
- shortness of breath **or**
- sore throat

IF STAFF REPORTS....

THEN STAFF...

No symptoms

- Return to work
- Continue to practice standard precautions

• Minor Upper Respiratory Symptoms (e.g. allergies, runny nose, nasal congestion)

- Employee should work wearing a mask until cleared by occupational health
- Practice hand hygiene & wear gloves
- Continue self-monitoring for fever & other symptoms

• Fever with or without respiratory symptoms

- **Stay home** & notify direct supervisor per policy
- Contact occupational health service (OHS) (Phone: 650-725-7405)
- OHS will determine if COVID-19 testing

• Cough, shortness of breath, or sore throat *without* fever

- Staff/providers can work wearing a surgical mask, practice hand hygiene & wear gloves
- Contact (OHS) (Phone: 650-725-7405) that day to determine next steps