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 >=100° Fahrenheit/37.8° Celsius) or,
- cough or
- shortness of breath or
- sore throat

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<th>IF STAFF REPORTS...</th>
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| 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 |