Protocol for the Management of Healthcare Personnel (HCP) without known COVID-19 Exposure

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

1. Possible COVID-19 symptoms are defined as any of the below:
   - Influenza-like illness or
   - fever (subjective or T >=100° Fahrenheit/37.8° Celsius) or,
   - cough or
   - shortness of breath or
   - sore throat

Daily Self-Monitoring

1. Daily check-ins during scheduled workdays are required, continuous self-monitoring is expected. Documentation of status is not required.

2. Physicians, residents, interns, providers, & medical students: A mandatory daily check-in with supervising attending physicians to report symptoms or lack of symptoms.

3. All clinical and non-clinical staff & contractors/vendor representatives: A mandatory daily check-in with supervisor/designee to report symptoms or lack of symptoms.

4. If staff/providers have minor upper respiratory symptoms other than the symptoms listed above, (e.g. allergies, runny nose, nasal congestion), the staff/providers must do the following:
   - Employee should work wearing a mask until cleared by occupational health
   - Practice hand hygiene & wear gloves
   - Continue self-monitoring for fever & other symptoms

If staff/providers are symptomatic with possible COVID-19 symptoms:

1. Fever with or without other COVID-19 symptoms:
   - **Stay home** & notify direct supervisor per policy
   - Contact occupational health service (OHS) (Phone: 650-725-7405)
   - OHS will determine if COVID-19 testing is indicated

2. 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