



COVID-19 Health Surveillance Procedure

Pursuant to the Michigan Occupational Safety and Health Administration (MIOSHA) Emergency Rules filed with the secretary of state on October 14, 2020, the employer shall conduct daily entry self-screening protocol for all employees or contractors entering the workplace, including, at minimum, a questionnaire covering symptoms and suspected or confirmed exposure to people with possible COVID-19, together with, if possible, a temperature reading.

Contractors or other visitors will be required to wear a face covering when entering any BWDH building, will be asked to assess their health and not to enter any BWDH building if sick, shall maintain a distance of six (6) feet from others, and will be asked to complete the Health Surveillance Questionnaire. If a contractor or other visitor answers yes to any of the questions on the Health Surveillance Questionnaire or has a temperature reading of 100.4 Fahrenheit or higher, they will be asked to leave the building immediately.

Employees are required to promptly report any signs and symptoms of COVID-19 to their direct supervisor before or during their shift. If their direct supervisor is unavailable, the employee shall follow the chain of command to make such report and follow the COVID-19 Employee Tracking procedure.

Below is the COVID-19 Health Surveillance procedure for all employees.

WHO	DOES WHAT
Employee	<p>Conducts a self-screening prior to reporting to the worksite and reports to their direct supervisor any possible COVID-19 symptoms:</p> <p>One of the following:</p> <ul style="list-style-type: none"> • Cough • Shortness of breath • Difficulty breathing • New loss of smell • New loss of taste <p>OR Two or more of the following:</p> <ul style="list-style-type: none"> • Fever (measured or subjective) • Chills • Rigors (shaking or exaggerated shivering) • Muscle aches • Headache • Sore throat • Nausea or vomiting • Diarrhea • Fatigue • Congestion or runny nose



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	<ul style="list-style-type: none"> OR Temperature 100.4 degrees Fahrenheit or higher.
Supervisor	<ul style="list-style-type: none"> If employee has symptoms as identified above, refers to the Employee Tracking procedure.
Employee	<ul style="list-style-type: none"> Upon arrival to the worksite, locates the designated safety coordinator to complete the Health Surveillance Questionnaire and have their temperature taken.
Designated safety coordinator	<ul style="list-style-type: none"> Takes employee's temperature and records answers on Health Surveillance Questionnaire form. Maintains form in designated binder that remains at the worksite. Reports to supervisor if any employee answers yes to any of the questions or has a temperature of 100.4 Fahrenheit or higher and asks the employee to leave the workplace immediately and to wait further instruction from their direct supervisor.
Supervisor	<ul style="list-style-type: none"> Follows COVID-19 Employee Tracking procedure.
Employee	<ul style="list-style-type: none"> Proceeds to begin work duties if the answer to all questions is no and there is not temperature above 100.4 Fahrenheit.