

BEFORE ENTERING THIS OFFICE

Employees and visitors ***must***:



Take their own temperature

▶ Consider each of the following questions:

1. *Are you experiencing any new cold or flu-like symptoms, such as...*



FEVER



COUGH



SORE THROAT



SHORTNESS OF BREATH



MUSCLE PAIN



HEADACHE



CHILLS



LOSS OF TASTE OR SMELL

2. *Have you been in close contact with anyone diagnosed with or suspected of having COVID-19 within the last 14 days?*



3. *Do you have any reason to believe that you were exposed to COVID-19 while you were traveling within the last 14 days?*



4. *Are you at higher risk for serious illness from COVID-19?*



If an employee or visitor has measured a temperature of over **100.4 degrees Fahrenheit** within the last 72 hours, ***and/or*** answers “yes” to any of the questions above, you **MAY NOT** enter this office. Employees should contact their manager immediately.