

## SULLIVAN COUNTY PUBLIC HEALTH SERVICES

<p><b><u>POLICY:</u> COVID-19 Staff surveillance</b> The Sullivan County Public Health staff shall self-monitor their oral/temporal temperatures twice daily for symptoms and exposure to COVID-19.</p> <p><b><u>PURPOSE:</u></b> To provide guidance to all staff of Sullivan County Public Health Services Home Health Agency to assure that they, and the patients of SCPHS, are screened for symptoms of COVID-19 per regulations set forth by NYS DOH</p> <p><b><u>RESPONSIBLE PARTY:</u></b> DPS, Public Health Director, Medical Director, SCPHS staff</p>	<p>Effective date: 9/02/2020</p> <p>Revised: 5/22</p> <p>Reviewed:</p>
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### PROCEDURE:

#### Staff Monitoring

1. Staff are required to take an oral/temporal temperature prior to arriving at work each day
  - a. Prior to arriving at patient home
  - b. Prior to entering the office building
    - i. All office entry should be kept to a minimum
    - ii. Staff will not be allowed to congregate in any of the SCPHS offices
  - c. All staff must enter through the main entrance at the front of the building.
    - i. Monday-Friday, 8:00am-5:00pm SCPHS staff will monitor/screen their temperature prior to entering the building and reporting to work.
    - ii. Before, or after, above times Home care staff will self-monitor
  - d. Supervising CHNs, PHNs, will track temperatures each day for each PHN/CHN/RN that is working and present in the office
    - i. PHN/CHN/RN can call in to supervisor with this information
    - ii. Information can be emailed or to respective office SCHN/SPHN.
  - e. All staff must also self-monitor for any respiratory symptoms
    - i. Temperature >100.4
    - ii. Cough
    - iii. Shortness of breath
  - f. Any staff that exhibit an elevated temperature and/or respiratory symptoms during the work day must:
    - i. Notify SCHN, SPHN or DPS
    - ii. SCHN, SPHN or DPS will notify Public Health Director at (845) 292-5910 x 2179.
    - iii. Stop seeing patients immediately
    - iv. Contact their PCP as soon as possible

### REFERENCE:

New York State Department of Health, DHCBS DAL: 20-08 updated 03/22/2020

<https://www.idsociety.org/practice-guideline/covid-19-guideline-diagnostics/>