

AVENUE II COVID-19 PANDEMIC PLANNING MANUAL

TOPIC: Pandemic Planning Protocols	SUBJECT: Staff Screening Protocol and Sample of Tool	Code: PPP003
		Date of Issue: April 17, 2020
		Revised: January 25, 2022
		Page: 1 of 3

PROTOCOL FOR COMPLETION OF STAFF SCREENING FOR COVID-19

Residential Locations:

- Please use the online screening tool in advance or at the start of your shift.
- At each main entrance to a workplace (house, apartment, or residential office), a clip board with pen and blank copies of Staff Screening for COVID-19 will be posted for staff using a paper screening tool.
- If the worker has answered “I decline” to any of these questions, they are to leave the workplace and immediately contact a Manager or Director at the Avenue II office during regular business hours (345-9933) or On-Call after hours (626-4825). Further direction will be provided.

At a 24-hour location the worker being relieved will ensure their co-worker has completed the Staff Screening form and is able to work before leaving. If the worker who has just arrived is unable to work, the current worker will need to remain at the location until a replacement is found.

Main Office Location (122 S. Cumberland Street):

- Upon entrance into the main office, workers are to complete the online Staff Screening for COVID-19 questionnaire.
- If the worker must select “I decline” to any of these questions they are to immediately step outside and call to speak with someone from management for further direction.

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		Page: 2 of 3



Complete this self-assessment before entering the workplace

First name*

Last name*

*mandatory fields

Date: _____ **I am NOT EXPERIENCING**

And not related to known causes or existing conditions

- Fever and/or chills, Cough or barking cough.
- Shortness of breath, Decrease or loss of smell or taste.
- Nausea, Vomiting and/or diarrhea, Sore throat, Runny or congested nose.

Symptoms below don't apply if you began to experience them only after being vaccinated to COVID-19 in the last 48 hours.

- Muscle aches/joint pain, Extreme tiredness, Headache.

During the last 14 days, I have not

- Been travelling outside of Canada AND been advised to quarantine per federal requirement.

In the last 10 days, I have not

- Been tested positive on a rapid antigen test or home-based self-testing kit.
- Been living with someone with symptoms associated with COVID-19 and/or tested positive for COVID-19.
- Received a COVID Alert exposure notification on my cell phone.
- Been identified as a "close contact" of someone who has COVID-19 (confirmed by a PCR test or antigen test). Does not apply if you have since been cleared by public health. That at any time my PPE is removed, I must maintain a distance of 2 meters or 6 feet from others.

I understand and agree

- With the restrictions in this community regarding gathering size, hand and respiratory hygiene, and the use of face coverings and masks.
- To follow these recommendations and restrictions regularly outside this setting I am seeking to enter.
- To properly don my personal protective equipment and wear it at all times in this setting with the exception of when I am eating.
- That at any time my PPE is removed, I must maintain a distance of 2 meters or 6 feet from others.

I have performed

- A Rapid Antigen Test as per Avenue II Policy and have a negative result

I confirm

I decline

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		Page: 3 of 3



Frontline Staff



Safety is our priority, we have partnered with ScreenEasy to ease the daily COVID-19 screening

How to use ScreenEasy?

1

[CLICK ON THIS LINK TO ACCESS THE COVID-19 SCREENING ONLINE QUESTIONNAIRE](#)

OR SCAN THE QR CODE BELOW with the camera of your phone



2

Enter your First and Last name.

A screenshot of the ScreenEasy questionnaire form. At the top center is the Avenue II logo. Below it is a red warning message: "Complete this self assessment before entering the workplace". There are two input fields: "First name*" and "Last name*", each with a white text box and a red asterisk indicating a required field. At the bottom right, there is a small red asterisk with the text "Required field".

3

You're all set! Complete the screening everyday before entering on the site.



ScreenEasy respects your privacy. Information is only shared with Avenue II.