

VISITOR/VOLUNTEER/CONTRACTOR COVID-19 SCREENING TOOL

1. Have you.....	
<input type="checkbox"/> Yes <input type="checkbox"/> No	a. Traveled from or through, any of the following locations identified by the CDC as increasing epidemiologic risk for COVID-19 within the last 14 days? China, Iran, South Korea, Italy, Japan
<input type="checkbox"/> Yes <input type="checkbox"/> No	b. Had close contact with anyone diagnosed with the COVID-19 illness within the last 14 days?
2. Do you currently have a	
<input type="checkbox"/> Yes <input type="checkbox"/> No	a. Fever or Chills
<input type="checkbox"/> Yes <input type="checkbox"/> No	b. Cough
<input type="checkbox"/> Yes <input type="checkbox"/> No	c. Shortness of Breath
3. Perform a temperature check _____°F Method: oral / forehead (temporal) / tympanic	
*Staff see instruction sheet for screening form.	

Purpose of Visit (Circle one):

Attorney-legal / Contractor / Volunteer

Social (visiting an inmate) – Inmate name/reg. number _____

Other - _____

Visitor Name (Last, First): _____

Date: _____

Institution: _____

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Instructions for staff:

The BOP staff member will provide the COVID-19 Screening Tool to all persons entering the lobby (visitors, volunteers, contractors, legal visits, etc.), ask each person to complete questions 1. a-b and 2. a-c. A qualified health care staff member will complete the temperature check.

If answers to all the questions are No, and there are no obvious signs of respiratory infection, e.g. frequent coughing, and temperature is $< 100.4^{\circ}\text{F}$, follow usual procedures.

Social visitors: If answers to any of the questions are YES, *or* if the person has a temperature $\geq 100.4^{\circ}\text{F}$ (oral), *or* if the person has obvious signs of a respiratory illness, ask social visitors to wait in a separate area (6 feet from others or outside), and contact the Operations Lieutenant and/or Institution Duty Officer (IDO), for further direction to the visitor(s). The IDO or Operations Lieutenant should deny visitation and not allow entry into the institution.

Attorney/Contractor/Volunteer: If answers to any of the questions are YES, *or* if the person has a temperature $\geq 100.4^{\circ}\text{F}$ (oral), *or* if the person has obvious signs of a respiratory illness, they should not be allowed entry to the institution.

In the case of an attorney / legal visitor who answers yes to any of the questions, decisions may be made on a case-by-case basis with approval at the local level and confidential legal calls will be allowed.