

## CONCORDIA UNIVERSITY WISCONSIN/ANN ARBOR COVID-19 ONLINE SCREENING QUESTIONNAIRE

The novel coronavirus, COVID-19, has been declared a worldwide pandemic by the World Health Organization. COVID-19 is reported to be extremely contagious. The state of medical knowledge is evolving, but the virus is believed to spread from person-to-person contact and/or by contact with contaminated surfaces and objects, and even possibly in the air. People reportedly can be infected and show no symptoms and therefore spread the disease. The exact methods of spread and contraction are unknown, and there is no known treatment, cure, or vaccine for COVID-19. Evidence has shown that COVID-19 can cause serious and potentially life threatening illness and even death.

### **What is Coronavirus (COVID-19), Symptoms and Prevention Methods?**

The Coronavirus (COVID-19) is a respiratory illness and is related to MERS and SARS, both coronaviruses. Symptoms can include fever, cough, and shortness of breath. It is a good reminder for us to pay attention to how we are feeling and how to prevent spreading germs. Hand-washing, not touching your face, and social distancing are good prevention methods. Employees are always encouraged to engage in good hygiene practices while at work, especially hand washing with soap and water or using alcohol-based disposable hand wipes or gel sanitizers.

Employees are encouraged to visit the [Center for Disease Control](#) or [World Health Organization](#) websites for the most reliable and current information on Coronavirus (COVID-19).

Each day employees will be self-monitoring, answering the screening questions below, and if you cannot answer positively to the following questions are asked to contact [Human.resources@cuw.edu](mailto:Human.resources@cuw.edu) or your supervisor immediately:

- I am not exhibiting any symptoms related to COVID-19, i.e. fever, cough, sore throat, chills, and shortness of breath. I do not have any symptoms of 100.4 degree F or higher, cough (excluding chronic cough due to known medical reason other than COVID-19), shortness of breath, sore throat, or diarrhea (excluding diarrhea due to known medical reason other than COVID-19)
- I have not had any person-to-person contact with someone who has exhibited COVID-19 symptoms in the last 14 days.
- I agree that I have had no fever for at least 72 hours (that is three full days of no fever without the use of medicine that reduces fevers); AND other symptoms have improved (for example, when cough or shortness of breath have improved); AND at least 7 days have passed since symptoms first appeared. (if previously diagnosed with COVID-19)
- I agree to abide by Concordia University rules on temperature checks, social distancing, handwashing, and face covering during the time I am in their workplace.

Employees who are feeling sick or have members in their household who are feeling sick should stay home. We have posted signs as reminders to wash hands and cover your cough. In addition, we have made our hand sanitizer dispensers and disinfectant materials available for use throughout the facility.

Due to travel restrictions, all international and domestic business travel has been suspended. If you have traveled or plan to travel to high risk areas or via airplane, please contact our Human Resources department to ensure we are following

recommended return-to-work guidance by local and federal health departments.

In the event an employee displays symptoms of illness, he or she will be asked to go home to minimize risk to others.

**I have read and understood the above warning concerning COVID-19.** I hereby understand and acknowledge Concordia University will be taking reasonable and diligent steps and precautions in order to mitigate and reduce the risk of spread and infection, yet at the same time, I also hereby understand the seriousness of the current situation and choose to accept there is a risk of contracting COVID-19 in order to utilize Concordia University's services and enter its premises to perform the functions of my work, whether deemed essential or non-essential.

Ultimately, we encourage everyone to make responsible, sensible decisions. If you have any questions or concerns, please contact our Human Resources department at [kimberly.masenthin@cuw.edu](mailto:kimberly.masenthin@cuw.edu) or [human.resources@cuw.edu](mailto:human.resources@cuw.edu).