

# Guidance for Daily COVID-19 Screening of Staff and Visitors

The Washington State Department of Health asks that all employers use this guidance to help prevent the spread of COVID-19 by screening staff and visitors daily.

This guide is based on:

- Input from many agencies
- CDC advice
- A literature review of COVID-19 signs and symptoms

## COVID-19 Screening: What to Do

Screen **ALL** who enter your workplace:

- All staff before the start of each work shift
- All visitors

### Ask these questions to everyone:

Since your last day of work, or last visit here, have you had any of these symptoms that is not attributable to another condition?

- Cough
- Shortness of breath or difficulty breathing
- Or at least two of these symptoms
  - Fever
  - Chills
  - Repeated shaking with chills
  - Muscle pain
  - Headache
  - Sore throat
  - New loss of taste or smell

If the answer is **YES** to any of these questions, use your work's COVID-19 emergency plan right away. The person who screens may want to:

- Review the results
- Not let the staff or visitor enter
- Share where to get medical help

To request this document in another format, call 1-800-525-0127. Deaf or hard of hearing customers, please call 711 ([Washington Relay](#)) or email [civil.rights@doh.wa.gov](mailto:civil.rights@doh.wa.gov).

## More COVID-19 Information and Resources

Stay up-to-date on the [current COVID-19 situation in Washington](#), [Governor Inslee's proclamations, symptoms, how it spreads](#), and [how and when people should get tested](#). See our [Frequently Asked Questions](#) for more information.

The risk of COVID-19 is not connected to race, ethnicity or nationality. [Stigma will not help to fight the illness](#). Share accurate information with others to keep rumors and misinformation from spreading.

- [WA State Department of Health 2019 Novel Coronavirus Outbreak \(COVID-19\)](#)
- [WA State Coronavirus Response \(COVID-19\)](#)
- [Find Your Local Health Department or District](#)
- [CDC Coronavirus \(COVID-19\)](#)
- [Stigma Reduction Resources](#)

**Have more questions about COVID-19?** Call our hotline: **1-800-525-0127**. For interpretative services, **press #** when they answer and **say your language**. (Open from 6 a.m. to 10 p.m.) For questions about your own health, COVID-19 testing, or testing results, please contact your health care provider.