

SBAR – Employee Check-in (Temperature and Mask for Non-Clinical Staff) Screening Procedure

Starting April 13, 2020

Situation	Sentara Healthcare continues to provide a safe working environment for all employees as the COVID-19 (SARS-CoV-2) virus pandemic continues across the world.
Background	The COVID-19 virus has become a global pandemic and U.S. hospitals continue to take additional measures to inhibit new infections of staff and patients.
Assessment	Employees, including clinical and non-clinical staff are involved daily in meeting care delivery needs and need to ensure they are taking the necessary steps to keep themselves as well as others safe.
Recommendations	<ol style="list-style-type: none">1. All employees (clinical and non-clinical) must enter Sentara Albemarle Medical Center (SAMC) through one of the following entrances starting Monday, April 13, 2020:<ol style="list-style-type: none">a. Main Lobby Entrance: 6am – 530pmb. Side Loading Dock: 6am-5pmc. Back Entrance (/Physician Entrance): Open 24 hours<p>*Please note that ALL other entrances will be locked down for entry.</p>2. All employees will have their temperature checked as they enter the building and if it is 100.0 F or higher they will not be permitted to work. Employees will notify their managers immediately.3. All employees will be asked the following questions as they enter the facility and if they answer yes then they will call Employee Health (252-384-4721) for direction:<ul style="list-style-type: none">• Do you currently have a fever, cough or shortness of breath now or have you in the past week?• In the last 14 days have you been in contact with someone who was confirmed or suspected to have COVID-19 without wearing PPE?4. All employees are also asked to notify their manager or designee if they feel they develop a temperature during their shift. At that time, the staff member's temperature will be checked and if the temperature is 100.0F or greater the employee will be sent home.5. All non-clinical staff members will receive a cloth protective mask to be worn throughout their entire shift and then they will place it in a hamper as they exit the building after their shift. Clinical staff members are to wear a procedure mask and other appropriate PPE throughout their entire shift.