



COVID-19 Health Screening Questionnaire

The purpose of this document is to provide guidelines that will assist the University in making risk-informed decisions related to maintaining a healthy and safe work environment for Ontario Tech University employees & ACE visitors.

All personnel who have received Risk Management continuing access or special approval to come on site are expected to follow all current Public Health recommendations such as **physical distancing** (2 metres) and **regular hand washing** (20+ sec) as well as any other posted protocols. Employees/Visitors must sign in with security at one of the designated check points.

Name:	Mobile/Home Phone Number:
Company/Organization:	Contact Person:

If the answer is "Yes" to any of the following questions, access to the facility will be denied.

- You are currently the subject of a 14 day self-isolation period, or Yes No
- You have a NEW or WORSE cough or shortness of breath, or Yes No
- You are feeling feverish, or Yes No
- You have travelled outside of Canada in the past 14 days, or have had close contact with someone who was confirmed COVID-19 positive. Yes No

NOTE* See reporting guidelines in Page 2 of this document.

CLIENT/CONTRACTOR/SERVICE PROVIDER COVID-19 REPORTING EXPECTATIONS

As part of our institutional safety program and in light of the current COVID-19 virus spread, the following outlines the expectations in place to ensure we maintain a safe and healthy workplace for not only our employees and students but for all those who come to our campus.

We expect all those on site to follow current Public Health recommendations including **physical distancing** (2 metres), **regular hand washing** (20+ seconds) and any other posted protocols.

Client/Contractor/Service Provider Action:

- must maintain a log of the names/dates of those employees who access the campus
- have guidelines around self reporting by employees who have been on campus **within the last 14 days who:**
 - o **Experience symptoms of COVID-19**
 - o **Have been asked by Public Health to self isolate**
 - o **Have been identified as positive for COVID-19**

If your employees/colleagues meet any of the above criteria we ask that they:

- **Not return to campus**
- **Follow Public Health Direction**

The client/contractor representative is then to notify:

- **The institutional representative they have been working with (who will notify Ontario Tech H&S Officer)**
- **H&S Officer (Maureen.calhoun@dc-uoit.ca) directly as soon as possible and provide the following information:**
 - o Last day on campus
 - o Names of any College or University employees you may have come in contact with
 - o Locations - room accessed
- The H&S Officer will initiate any further actions required by the institute
- Clients/Contractors/Service Providers are also asked to update the H&S Officer should there be any changes to the reported condition
- Those who have tested positive may be asked to confirm they have been **cleared by Public Health prior to return to campus**

Clients/Contractors/Service Providers are also asked to ensure the following: Employees brought on site are:

- NOT currently the subject of a 14 day self-isolation period
- NOT feeling feverish or unwell
- Free from new or worse cough or shortness of breath
- Have not travelled outside of Canada in the past 14 days
- Have not been in contact with someone who has a confirmed COVID-19 case

Signature below acknowledges that these reporting requirements have been understood and agreed upon.

Signature: _____

Company Name: _____

Date: _____