

# VISITOR & VENDOR PROTOCOL

YES or NO, since your last day of school/work/visitation have you had any of the following symptoms?	Yes	No
A fever of 100.4°F or higher?		
Has there been any use of fever reducing medication within the last 3 days?		
A new cough that is not due to another health condition?		
New shortness of breath or difficulty breathing that is not due to another health condition?		
New chills that are not due to another health condition?		
A new sore throat that is not due to another health condition?		
New muscle aches that are not due to another health condition, or that may have been caused by a specific activity (such as physical exercise)?		
A new loss of taste or smell?		
<b>Have you had a positive test for the virus that causes COVID-19 disease within the past 10 days?</b>		
<b>In the past 14 days, have you had close contact (within about 6 feet for 15 minutes or more) with someone with suspected or confirmed COVID-19?</b>		

- If visitors or vendors are suspected to be sick and/or have recently experienced COVID-19 symptoms, they are not permitted to enter the building and must reschedule. Visitors or vendors who pass the health screening should be instructed to access the building through the front doors or appropriately designated entrance and be greeted by an employee, who will wear a mask, for escort to the appointment.
  
- Everyone must wear a face covering, enter the building alone, and follow social distancing guidelines. Any family members or friends accompanying the visitor or vendor will be asked to remain outside.

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Print Name

\_\_\_\_\_

Signature

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Date