



Pre-Shift Health Assessments

Purpose: COVID-19 is spread from person-to-person, either through respiratory droplets of an infected person being inhaled or otherwise transferred to an uninfected person. The virus could easily be transferred from an infected employee to other employees or customers.

Applicability: The Governor's Executive Directive issued on April 22, 2020, requires several types of businesses to conduct pre-shift health assessments for all employees through the duration of the phased re-opening process.

- **General businesses:** This includes service providers, utility companies, businesses previously considered "essential" under the stay-at-home directive, and all other businesses not otherwise covered in the Directive.
- **Retail businesses:** This includes both retail stores that were considered essential, and those that were categorized as non-essential, under the stay-at-home directive.
- **Food and beverage service establishments**

Current CDC guidance indicates that people infected with COVID-19 may have the following symptoms:

- fever over 100.4° Fahrenheit
- shortness of breath or difficulty breathing
- chills or repeated shaking with chills
- new loss of taste or smell
- diarrhea
- cough
- sore throat
- unexplained muscle pain
- vomiting

Employees experiencing any of the above symptoms must be excluded from work until they have been symptom-free for at least three days. In addition, employees with symptoms should be tested for COVID-19. Testing centers in Missoula have recently expanded the criteria for testing eligibility. There are currently nine testing sites available in Missoula County, and the contact information is available on our website. If you are viewing this document online, please click [HERE](#) for the testing site contact information.

NOTE ABOUT CONFIDENTIALITY: Information gathered as part of an employee health assessment should be kept confidential. Consider using individual slips filled out by employees and submitted to only a shift manager, creating a health screening space that has privacy, or use of unique/confidential identifiers (rather than employee name) if you incorporate some sort of shared reporting form.

REMEMBER: While this is a protective measure that might prevent virus spread from symptomatic employees, evidence shows that some people infected with COVID-19 may exhibit only very mild symptoms, or not exhibit symptoms at all. This is why it is extremely important to follow all other protective measures like maintaining 6' physical separation, hand washing, and avoiding gatherings or crowding.