our plan for
re**uK**nighting

CHECKLIST FOR EMPLOYEES RETURNING TO CAMPUS

Before you arrive on campus each morning:

☐ Complete the daily COVID-19 survey on the LiveSafe app. For those who do not have a smartphone, there is an online version or a paper survey at one of the several health check stations on campus.

☐ Monitor how you are feeling. **If you are exhibiting any of the symptoms of COVID-19 (see list)**, do not report to work. Notify your immediate supervisor of your needed absence and call the Campus Health Center at (814) 871-7622 to report your case.

According to the U.S. Centers for Disease Control and Prevention, symptoms of COVID-19 may include:

- Fever or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

When you arrive on campus:

☐ Undergo a temperature screening via thermal imaging or no-touch thermometers. Anyone with a fever higher than 100.4 degrees will not be permitted to stay at work.

☐ Follow our social distancing guidelines that emphasize keeping six feet apart.

☐ Wear your face covering while in common areas, shared/meeting spaces, and anywhere that appropriate physical distancing is not possible.

☐ Practice rigorous personal hygiene by washing your hands, using sanitizer when you can't wash hands, and covering your mouth and nose when you cough or sneeze. Avoid touching your face.

☐ Keep meetings to fewer than 10 people and spread out as much as possible. Better yet, continue to use Zoom for most meetings.

☐ Maintain cleanliness of surfaces you come in contact with through frequent cleaning and disinfecting efforts.

☐ Continuously self-screen for the symptoms listed to the left. If you begin to show symptoms, notify your supervisor and leave work immediately. Limit contact with other individuals on campus and contact your health care provider for further guidance.