

Memo

To: All doctors and staff
From: Management
Date: May 21, 2020
Re: Staff screening updates

Starting 5/22/2020, one staff member will check temperatures and have every staff member answer the questions on the daily screening log. If you have not had someone come by to check your temp and answer the questions, then please find your MA supervisor.

The new questions include fever, non-allergic cough, sore throat, constant runny nose, shortness of breath, and loss of taste or smell. If you answer yes to any of the questions, you will be required to go home and be tested for COVID. Your office manager will discuss with you when it is appropriate to return to work.

As a reminder, please email Lavella and Lindsay a copy of the daily screening log at the end of each week.