



SPECIAL NOTICE 20-008

DATE: March 12, 2020
TO: All Personnel
FROM: Michael R. Charter - Division Chief of EMS

EMPLOYEE WELLNESS CHECKS DURING PANDEMIC EVENTS

Department Personnel,

Below you will find a table we will be using for screening our shift personnel for the presence of COVID-19 symptoms. Captains/OCCT will ensure their assigned personnel are checked prior to the start of each shift. If at any time during the shift a crew member notices the onset of any of these symptoms, the check will be performed again.

The EMS Division is currently working to secure additional thermometers for performing these checks, but availability is limited at this time. Until a station thermometer supply can be secured, please utilize your Exergen Thermometers from your apparatus medical equipment.

Fever of 100.4 degrees F?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	_____
Vomiting?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	_____
ANY ONE OF THE ABOVE CONSISTUTES AUTOMATIC RELIEF FROM DUTY.			
Do you currently have the following:		Details	
Muscle aches and pains?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	_____
Nonproductive cough?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	_____
Sore throat?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	_____
Runny nose?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	_____
Nausea?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	_____
ANY TWO OF THE ABOVE CONSISTUTES AUTOMATIC RELIEF FROM DUTY.			

The BC/OCBC will check with each Captain/OCCT during the Morning Briefing to confirm that the check was performed.

Captains/OCCT will immediately notify the BC/OCBC of personnel meeting the “Automatic Relief from Duty” criteria. The BC/OCBC will initiate the exposure reporting process, arrange for a replacement, and provide notification to the Command Staff using the “All Chiefs” email group.

Michael R. Charter - Division Chief of EMS