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NAVAJO TECHNICAL UNIVERSITY

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COVID-19: SCREENING CHECKLIST – Staff and Students

On March 13, 2020, the CDC updated guidance on restricting all non-essential personnel and visitors onto certain campuses; we are using the CDC as a guidance during this crisis. **ALL Individuals** entering the Navajo Technical University campus must be asked the following questions:

1. Has this individual traveled outside of the country within the last month?
 - Yes disclose location: _____ (Report to Supervisor and do not admit)
2. Has this individual traveled outside of the state of New Mexico within the last **week**?
 - When? _____ Where to? _____ (Report to Supervisor)
3. Has this individual traveled outside of the Navajo Reservation within the last **week**?
 - When? _____ Where to? _____ (Report to Supervisor)
4. Ask the individual if they have any of the following symptoms?
 - Fever
 - Sore Throat
 - Cough
 - New shortness of breath
 - Headaches
 - Neck pain

If YES to any, restrict them from entering NTU campus
If NO to all, proceed to **question #5 for staff** and **question #6 for all others**
5. For Staff only:
 - 5A. Check temperature and document results Fever present?
 - If YES, restrict them from entering campus
 - If NO, proceed to next question.
6. Allow entry to campus and remind individual to:
 - Wash their hands or use alcohol-based hand sanitizer throughout their visit
 - Not shake hands with, touch or hug individuals during their visit

Students, Staff & Vendors	Staff
<input type="checkbox"/> Must wear a facemask while in the building and remain in designated locations only, use hand sanitizer or wash hands frequently. <input type="checkbox"/> Students using Wifi must remain in designated areas and remain in their vehicles. No Restrooms at this time. <input type="checkbox"/> Practice social distancing – 6' apart at all times <input type="checkbox"/> Do not touch facial area including the eyes, nose and ears	When there are cases in the community but none on campus: <input type="checkbox"/> Consider implementing universal use of facemasks
	When there are cases on campus or sustained transmission in the community <input type="checkbox"/> Implement universal use of facemask for ALL <input type="checkbox"/> Consider having all to wear facemask and gloves) regardless of symptoms.