

October 7, 2020 update

## What to expect when entering the Y-12 site

As we continue the staged return to normal site operations, one of the ways we are reducing risk of spread of the COVID-19 virus is through increasing administrative controls. We will screen employees who report to work on site. The screening will be through a self-administered questionnaire as well as temperature checks upon arrival at the portals.

The screening process will be carried out at Posts 23, 20 and 13, and employees may only enter through these posts.

Screening hours at Post 23 will be 4:30 a.m. to 8 a.m. Screening hours at Post 20 and 13 are 5 a.m. to 7:15 a.m. Procedures are in place for employees who work in off-site locations including Commerce Park, K-31, MAC Center, Central Training Facility, New Hope Center, and Teledyne Brown. A screening process for commercial drivers and vendors is also in place.

## The Process

- Prior to leaving for work, each employee will ask themselves a few simple questions that help identify risk of contracting COVID-19 (snapshot shown above; full printable questionnaire on page 3.)

**Question 1** Travel – Have you traveled to an area with high community spread? The Centers for Disease Control and Prevention updates this list periodically, but examples would be New York City, New Jersey, or closer to home, Nashville and Atlanta. Answering yes does not mean you will definitely be quarantined, but Occupational Health Services will want to ask more questions.

**Question 2** Exposures – We want people to be aware of potential exposures to people with a confirmed case of COVID-19 or those who have symptoms of COVID-19.

**Questions 3** Symptoms – We want to know if you are experiencing any symptoms of a viral infection that could be COVID-19.



Before you leave for work, make sure you review the three screening questions. If your answers are all NOs, place the questionnaire green side up on the vehicle dashboard. If you answer YES to any question, follow the instructions at the top of the questionnaire. See the printable questionnaire on page 3.

- No need to write on the questionnaire; just remember if any answer is yes.
- If you weren't given a physical copy of the questionnaire, please print it out at home if possible (see page 3).
- If all your answers were **No**, place the questionnaire green side up on your vehicle dashboard and proceed to the site's entry portals.
- If any answer was **Yes**, follow the instructions on the red side of the questionnaire. Do not report to work before doing so.
- In addition to asking yourself these questions, you can also check your temperature prior to leaving for work.
- If you answer yes to any of the questions or your temperature is above 100.5 or above, **DO NOT** report to work. **DO** call: Y-12 Occupational Health Services at 865-574-1583 during normal business hours or 865-574-7172 if off shift. UPF employees must call UPF Medical, at 865-576-8627 or 865-241-6043.
- When you approach the portal, an Emergency Medical Services (EMS) worker will scan your temperature. If it is in the normal range, you will proceed to your work area.
- If you have a fever, or for another reason need further medical screening, Y-12 employees will proceed to the parking area outside Occupational Health Services at Jack Case Center (northwest corner) where medical staff will be assembled to evaluate and assist you. UPF employees will report to UPF Medical.
- If you do not have a questionnaire card and were unable to print one out, the EMS staff will have some available at the portals.

If you answer **NO** to all questions, place this card with the green slide up on your vehicle dashboard.

If you answer **YES** to any question, please call **Occupational Health Services (865-574-1583)** for further guidance, or the **Operations Center (865-574-7172)** after hours.

UPF employees must call **UPF Medical**, at 865-576-8627 or 865-241-6043.

## COVID-19 SCREENING QUESTIONNAIRE

### TRAVEL HISTORY

In the past 14 days, have you traveled inside the United States to areas with **HIGH LEVELS** of active community spread of COVID-19\*\*?

NO YES

### CONTACT HISTORY

In the past 14 days, have you or anyone you have been in contact with had a confirmed diagnosis of COVID-19 or have symptoms below that might be COVID-19?

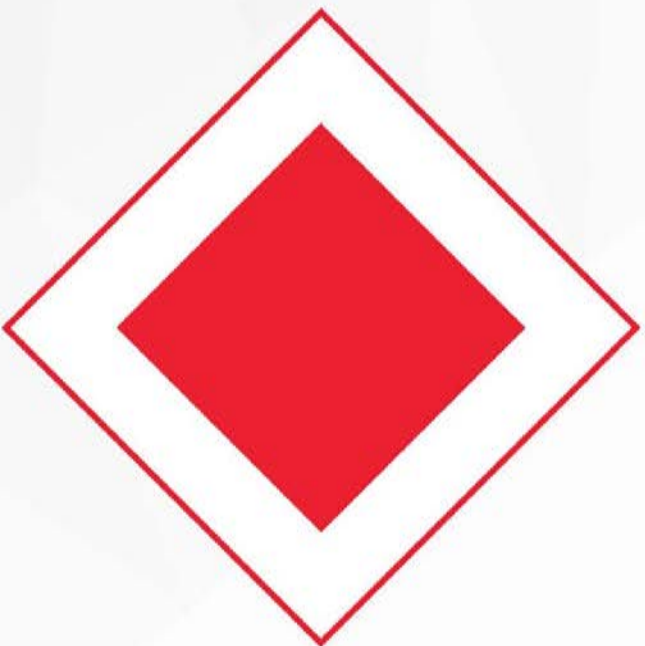
NO YES

### SYMPTOMS

Are you currently experiencing, or have you experienced within the past 14 days, any of the following:

- fever (temperature of 100° F or higher)
- cough or shortness of breath
- fatigue or muscle/body aches
- headache
- chills (also repeated shaking with chills)
- sore throat
- new loss of taste or smell
- congestion or runny nose
- nausea, vomiting, or diarrhea

NO YES



\*\* Subject to change: Check the CDC website (COVID Data Tracker) for current data, and the U.S. Department of State website for the current travel level.