



SAFETY
COUNT
PANDEMIC

A WHITE PAPER FROM BUSINESS CONTINGENCY GROUP

Implementing COVID-19 Screening to Manage Risk

How Organizations can use an Online COVID-19 Screening Tool to Improve Operations During the Pandemic

Overview

Businesses are trying to adapt their operations to the new demands of safety during the COVID-19 pandemic. Keeping your employees and workplace safe and healthy is critical to ensure your operations and business remain open. Personal Protective Equipment (PPE), physical distancing, and temperature checks are just some of the steps that can be implemented. Another critical step is monitoring for COVID-19 symptoms, exposure, and testing status of employees, visitors, contractors, and patients before they enter your facilities.

The right online screening tool can reduce risk, assure employees and visitors of safety, and improve business performance in a responsible manner.

Objectives

When an organization implements COVID-19 screening at the workplace, they should consider the following objectives:

- Reduce the overall risk of COVID-19 at the workplace
- Encourage employees to come to work to support operations
- Achieve a high level of compliance
- Reduce time and costs spent on screening
- Reduce bottlenecks when entering facilities
- Understand who is affected by COVID-19

Reduce the overall risk of COVID-19 at the workplace

Look for a tool to track COVID-19 symptoms, exposure, and test status. This helps ensure only healthy employees, visitors, contractors, and patients enter your facilities. Even with physical distancing and masking, people with COVID-19 inside a work area can spread infection and put

your workforce at risk. Use a tool that can identify risks before they reach your front door. Temperature checks at the door do not address COVID-19 symptoms, exposure, or test status.

Encourage employees to come to work to support operations

By implementing procedures and systems to reduce the risk of COVID-19 in the workplace, employees will feel safer returning to work. As stated in the *OSHA FactSheet: Protecting Workers during a Pandemic*:

“Workers who believe that their employer provides a safe and healthy workplace are more likely to report for work during a pandemic. Clear communication promotes confidence in the employer’s ability to protect workers.”

- *OSHA FactSheet: Protecting Workers during a Pandemic*

Implementing a COVID-19 screening tool demonstrates your commitment to provide a healthy workplace.

Achieve a high-level of compliance

COVID-19 screenings require a high-level of compliance. Individuals are more inclined to complete the screening each day if it is quick and easy, and responses are kept confidential.

Many individuals are reluctant to install an additional app on their smart phone and therefore might not complete the screening. A web-based tool requires no app installation and can be accessed from a web-browser on their phone, laptop, or desktop.

To encourage compliance, some organizations have adopted a phased approach to implement a COVID-19 screening tool. These phases can include:

- Phase 1: Voluntary screening each workday for a period of time (e.g., a couple of weeks)
- Phase 2: Mandatory screening each workday at any time during the day
- Phase 3: Mandatory screening each workday before reporting to your facilities
- Phase 4 (in response to case surge in the workplace or region): Mandatory screening every day, even days off, to maintain the highest level of health and safety awareness

Reduce time and costs spent on screening

Conducting screenings at entrances requires dedicated staff and adds costs and time to the screening process. Instead, individuals should have access to an online screening tool before coming to your facilities. Screening should be simple with a limited number of questions and take only a minute or two. Look for a COVID-19 screening tool that is inexpensive to setup, deploy, and use on a continuous basis and does not require additional hardware. An effective online screening tool reduces both time and costs.

Reducing bottlenecks when entering facilities

If screenings are done at the entrance to your facilities, lines will form as individuals wait to fill out a form or speak with a screener. These lines will slow entry to your facilities by 5, 10, 15

minutes or more. They put these individuals at risk by concentrating them to potential exposure to COVID-19.

An online screening tool will shorten or eliminate these lines. Individuals who identify symptoms with the online tool will receive instructions to contact your COVID manager (e.g., HR or supervisor) for guidance on next steps before they start their commute and before reaching your entrance.

But of course, there will be individuals that come to the entrance to your facilities who have not completed the screening. Most people carry a smart phone and best practices have shown that placing a sign with a QR code that will take them to your online screening page or providing a laptop at the entrance to access the online screening tool will greatly reduce bottlenecks.



Sign with QR Code

Understanding who is affected by COVID-19

Your managers need to know staff availability to manage shifts, absences, overtime, and part-time requirements. They need ready access to information concerning staff who are quarantined, have had recent exposure, or have COVID-19 test results. As CDC guidelines evolve and state and local guidelines respond to changes in your region, your leaders need more information about employee COVID-19 health risks to manage business operations. An online COVID-19 screening tool should have a separate Admin interface providing screening reports and resources for management.

Conclusion

By addressing these objectives, choosing the right, online COVID-19 screening tool will help adjust to the new normal and reduce risk, assure employees and visitors of safety, and improve business performance.

SafetyCount Pandemic provides this online capability. SafetyCount Pandemic is offered by Business Contingency Group (BCG), one of the nation's leading experts on hazard mitigation, preparedness, response, and recovery.

BCG is offering one free month of SafetyCount Pandemic to help businesses open safely and successfully. There is no obligation to continue past the first month; in fact, we don't even collect payment information when you sign up. After the first month (from date of sign up) costs are as low as \$0.25 per person/per month. Contact us for even lower enterprise pricing.

For more information on SafetyCount Pandemic or to sign up for your free account, please visit the SafetyCount Pandemic website at www.SafetyCountPandemic.com, send an email to SC-Pandemic@businesscontingencygroup.com, or call (818)784-3736.