

# Ensuring Good Preparation



## IF YOU HAVE ANY OF THESE COVID-19 SYMPTOMS YOU MAY NOT BE ON ANY CCA CAMPUS/OFFICE:

Symptoms may appear 2-14 days after exposure to the virus.

### People with these symptoms may have COVID-19:

*Fever or chills	*Fatigue	*Muscle or body aches
*Cough	*Headache	*New loss of taste or smell
*Sore throat	*Diarrhea	*Congestion or runny nose
*Shortness of breath or difficulty breathing	*Nausea or vomiting	

**FOR CHILDREN SPECIFICALLY:** Please also note the above and following symptoms are also included as a complication of COVID-19 MIS-C.

Fever, Abdominal Pain, Vomiting, Diarrhea, Neck Pain, Rash, Bloodshot Eyes, and Feeling Extra Tired.

\*Symptom list will be updated as new information is provided by CDC. Version 8/5/2020

### MUST DO:

**Screen ALL children and staff upon arrival.** Persons who have a fever or other signs of illness should not be admitted to the facility. Encourage parents to be on the alert for signs of illness in their children and remind them to keep their child home when they are sick.

- Conduct temperature screening, using the protocol provided below.
- Make a visual inspection of the child for signs of infection, which could include flushed cheeks, fatigue, extreme fussiness, etc.

### MUST DO:

**Ask the parent/staff the following questions.** Assign someone responsible to do so.

- Do you, or your child, or ANYONE IN YOUR HOUSEHOLD/FAMILY have any symptoms of COVID-19? Cough, fever, shortness of breath, sore throat, body aches, diarrhea, etc?
- Have you recently been in close contact with anyone who has exhibited ANY of the Covid-19 symptoms?
- Have you recently been in close contact with ANYONE who tested positive for COVID-19? OR is awaiting COVID-19 test results?

### MUST DO:

**Record any symptoms on the COVID-19 sick logs** or daily health logs. CALL ALL FAMILIES CURRENTLY ATTENDING who are absent, DAILY, for ALL age groups. Document the reason for absence.

### MUST DO:

PRINT AND POST/REPLACE UPDATED COVID SYMPTOM LIST TODAY. TEXT ME A PICTURE BY END OF DAY TODAY OR ASSIGN A STAFF PERSON TO COMPLETE THIS AND SEND IT

### MUST DO:

Do a site meeting with your teams. Make sure to go over the updated symptom information with them and what the symptoms are. Discuss the CCA Daily Screening Questions list and what they should be asking themselves (staff screenings) and the families EVERY MORNING-GIVE THEM A COPY OF THE SCREENING QUESTIONS & DIRECTIONS. You MUST designate someone to be in charge and responsible to make sure this happens, if it is not you. Write on your meeting minutes WHO your designees will be when you are not doing the screenings yourself.

### REMINDERS:

**\*If a staff member or child shows signs of respiratory illness, a fever of 100.4°F or above, a cough, or shortness of breath, they must leave the premises immediately. ISOLATE the child until pick up.** Staff, children, parents/caregivers, and visitors should be reminded regularly that they should stay home if they are ill, even with mild symptoms. Remind parents to have a backup plan for childcare.

**\*DO NOT accept children or staff with any COVID-19 symptoms.** Children/staff must stay home when they are sick with ANY combo of COVID-19 symptoms and you MUST notify your Ed Coordinator/CDS immediately, who will notify Admin for further direction.