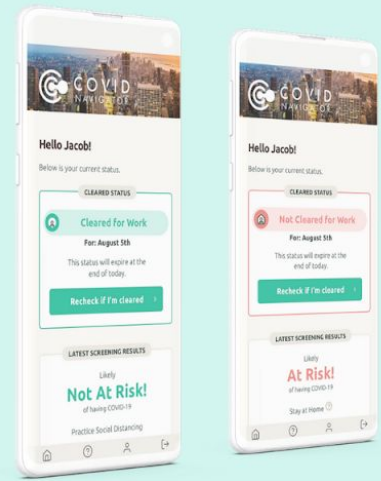


COVID-19 Screening Sample Policy

with COVID Navigator mobile app



If the COVID Navigator is a good fit for your business right now, here are some best practices for your workforce.

Ensure all employees know your COVID-19 Safe Workplace Policy

Having a COVID-19 Safe Workplace Policy and ensuring your employees are familiar with this policy is key in establishing your new workplace “norms” and expectations during this pandemic. It promotes healthy, safe and sustainable workplace relationships and helps protect employers from claims that you are not addressing concerns over COVID-19 in the workplace. Click here for a [sample policy](#) you can use and tailor to your workforce. The sample policy also contains best practices in requiring your employees to use the COVID Navigator app.

What steps should be taken if an employee has been exposed to COVID-19 or exhibits symptoms?

If your employee informs you or another designated person in your company of potential exposure to someone infected with COVID-19 or is symptomatic, you should immediately ensure the employee does not go to work and talk to the employee to ask for more information about their specific circumstances and/or symptoms. If you become concerned that the employee represents a safety concern, advise your employee to consult their healthcare professional to determine whether they should get a test or to self-monitor at home. For more detailed information on what to do if your employee tests positive for COVID-19 or other common workplace scenarios related to COVID-19, please click [here](#) and [here](#).

Questions about COVID-19 and prevention strategies?

Check out our website at proservice.com/coronavirus to learn more.