Symptom Screening in Response to COVID-19

Policy 302.9

1 Introduction

The purpose of this policy is to provide instruction and direction to the Appalachian State University (“Appalachian”) community on completing daily symptom screening to assist in preventing the spread of Coronavirus Disease 2019 (“COVID-19”).

2 Scope

2.1 This policy applies to all University faculty, staff, and students prior to leaving their residence hall or prior to their arrival on campus, including but not limited to academic buildings, administrative buildings, support buildings, entertainment venues, and other University grounds.

2.2 This policy does not apply to University faculty, staff, and students on days when they will not be on University property.

3 Definitions

3.1 Symptom Screening

A process by which an individual completes an online questionnaire related to COVID-19 symptoms.

3.2 Health Check App

The name of the symptom screening application that administers the Symptom Screening in an electronic format for University Employees and students.

3.3 Health Check Passport

A showing of “Cleared for Campus” or “Not Cleared for Campus” status on the Health Check App.

3.4 Employee

For the purposes of this policy, the term Employee includes all faculty, staff, part-time, and temporary positions receiving financial compensation from Appalachian.

4 Policy and Procedure Statements

4.1 Symptom Screening Requirements

4.1.1 Each day prior to a student leaving their residence hall or prior to an off-campus student or Employee’s arrival on campus, students and Employees of the University shall complete the Symptom Screening in the Health Check App. The Health Check App will provide the individual with a notification of either: (a) “Cleared for Campus,” or (b) “Not Cleared for Campus.”

4.1.2 Students are allowed to leave their residence hall, and off-campus students and Employees are allowed to enter University property, if they receive a response of “Cleared for Campus” from the Health Check App. An individual who is provided a response of “Cleared for Campus” will have access to a Health Check Passport that will provide proof, as needed, of a “Cleared for Campus” status for the day the Symptom Screening was completed.

4.1.3 Students and Employees who receive a response of “Not Cleared for Campus” should not enter University property, or if an on-campus student should not leave their residence hall, without obtaining and following the directions of a health care provider. All students should contact Student Health Services to determine an appropriate course of treatment and when it is appropriate to return to normal campus activities. Employees should contact their health care provider to determine the appropriate course of treatment, as well as their supervisor to request an absence from work similar to requesting the use of Sick Leave.

4.1.4 Student Health Services will work with the Office of the Dean of Students to ensure that any students that are showing symptoms of COVID-19 receive the appropriate resources.
4.1.5 Symptom Screenings should be completed each day before leaving the residence hall for students, or arriving on campus for both off-campus students and Employees. The Health Check Passport will timeout at 11:59 PM the day which the status indicator was initially provided.

4.1.6 Departmental supervisors may request to view the Health Check Passport for any Employee that they supervise. Additionally, faculty may request to view the Health Check Passport for any student enrolled in their class. Furthermore, the University may designate University staff to request access of an individual’s Health Check Passport prior to entering University property, including facilities, classrooms, or entertainment venues.

4.1.7 Departments may perform temperature screenings at the entry point of high traffic occupancy areas to supplement the Health Check Passport, which shall require requesting anyone with a temperature of 100.4 °F or greater to leave campus or return to their resident hall, as applicable. Departments that perform temperature screenings are responsible for providing appropriate protection equipment to individuals performing screening to protect those individuals from exposure to COVID-19. Departments shall work with Environmental Health, Safety and Emergency Management (EHS&EM) to identify the appropriate processes to implement and protection equipment to provide in order to reduce the screener’s potential exposur.

4.2 Symptom Screening Expectations

4.2.1 Employees and off-campus students are not required to complete the daily Symptom Screening on days that they will not be on University property; however, Employees and off-campus students should complete the Symptom Screening on days that they will be on University property.

4.2.2 Students who live on campus in a residence hall are not required to complete the daily Symptom Screening on days that they are not leaving their residence halls; however, students who live on campus should complete the Symptom Screening on days that they will leave their residence hall.

4.3 Administration

The Director of EHS&EM is responsible for the creation and implementation of guidelines and minimal requirements for this policy. Questions pertaining to this policy may be directed to EHS&EM.

4.4 Enforcement

Appalachian will enforce violations of this policy in accordance with applicable federal and state law, UNC System policies, and institutional policies. Violations of this policy, including but not limited to not completing the symptom screening requirements, may result in grounds for disciplinary action, up to and including termination or expulsion.

5 Additional References

Appalachian’s Returning to Work Safely

CDC Guidance on Symptom Screening: Symptoms of Coronavirus

CDC Guidance on Reducing the Spread of COVID-19 in Workplaces

CDC Interim Guidance for Administrators of US Institutions of Higher Education

EEOC Guidance on COVID-19 and the ADA, the Rehabilitation Act, and Other EEO Laws

NC DHHS Guidance for Institutes of Higher Education

6 Authority

UNC System Policy 300.2.15

7 Contact Information

Environmental Health, Safety and Emergency Management - 828.262.4008

8 Original Effective Date
9 Revision Dates

August 11, 2020