

ENTRY SCREENING & REPORTING PROTOCOL

- 1 “Identify, Isolate, Inform” – Temperature checks will be required for all employees, contractors and service providers prior to starting their work shift. Temperature checks would also be encouraged for clients and customers. If an individual refuses the temperature reading, they will be denied entry to the property and provided a COVID-19 information card. Employees and customers are also encouraged to self-screen before entering the facility for any of the following signs or symptoms:
 - Cough
 - Shortness of breath or difficulty breathing
 - Chills
 - Repeated shaking with chills
 - Muscle pain
 - Headache
 - Sore throat
 - Loss of taste or smell
 - Diarrhea
 - Feeling feverish or a measured temperature greater than or equal to 100.0 degrees Fahrenheit
 - Known close contact with a person who is lab confirmed to have COVID-19
- 2 If an individual is experiencing the above symptoms, isolate the individual, and any family members with them, in the isolation location established for the event and contact the following management. If the visitor refuses to be isolated, they will be denied entry to the property and provided a COVID- 19 information card.
 - Kevin Kemp, 817-713-3964
 - Manager on duty, 817-991-8497
- 3 Provide the individual with a surgical mask. Require them to wear the mask at all times. Have the Staff member also don the proper PPE, if not already. Staff member should remain with but should avoid close contact with patient.
 - a. Close contact is defined by the Office of the Medical Director (MedStar) as being within approximately 6-feet, or within the room or care area for a prolonged period of time, of a COVID- 19 patient while not wearing appropriate PPE; caring for, living with, visiting or sharing a healthcare waiting area or room with a COVID-19 patient, having direct contact with infectious secretions of a COVID-19 case. (e.g. being coughed on) while not wearing recommended PPE.
- 4 Call 911 to request transport. *Notify the call taker the patient is a potential COVID-19 patient.*
Note: Be prepared to justify reasoning to call taker. If the first responders find the patient has both Clinical Features and Epidemiologic Risk, be prepared for the staff member to also be transported.
- 5 If the patient is transported, notify Fort Worth’s Joint Emergency Operation Center Duty Officer 817- 392-8866. (Close off area where patient was held)
The EOC will make notifications:
 - Tarrant County Public Health
 - CDC
 - Additional First Responders
 - EMS/Medstar
 - Fire Department
 - FW Police

NOTE: At this point, we will follow directives from Tarrant County Public Health Department and City of Fort Worth Office of Emergency Management officials. Based on these instructions, we will also:

 - Notify the Meeting Planner(s) and/or Show Producer(s)