Guidance for Daily COVID-19 Screening of Staff and Visitors

The Washington State Department of Health asks that all employers use this guidance to help prevent the spread of COVID-19 by screening staff and visitors daily.

This guide is based on:
- Input from many agencies
- CDC advice
- A literature review of COVID-19 signs and symptoms

COVID-19 Screening: What to Do

Screen ALL who enter your workplace:
- All staff before the start of each work shift
- All visitors

Ask these questions to everyone:
Since your last day of work, or last visit here, have you had any of these symptoms?
- Cough
- Shortness of breath or difficulty breathing
- Or at least two of these symptoms
  - Fever
  - Chills
  - Repeated shaking with chills
  - Muscle pain
  - Headache
  - Sore throat
  - New loss of taste or smell

If the answer is YES to any of these questions, use your work’s COVID-19 emergency plan right away. The person who screens may want to:
- Review the results
- Not let the staff or visitor enter
- Share where to get medical help

More COVID-19 Information and Resources

To request this document in another format, call 1-800-525-0127. Deaf or hard of hearing customers, please call 711 (Washington Relay) or email civil.rights@doh.wa.gov.
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Stay up-to-date on the current COVID-19 situation in Washington, Governor Inslee’s proclamations, symptoms, how it spreads, and how and when people should get tested. See our Frequently Asked Questions for more information.

The risk of COVID-19 is not connected to race, ethnicity or nationality. Stigma will not help to fight the illness. Share accurate information with others to keep rumors and misinformation from spreading.

- WA State Department of Health 2019 Novel Coronavirus Outbreak (COVID-19)
- WA State Coronavirus Response (COVID-19)
- Find Your Local Health Department or District
- CDC Coronavirus (COVID-19)
- Stigma Reduction Resources

Have more questions about COVID-19? Call our hotline: 1-800-525-0127. For interpretative services, press # when they answer and say your language. (Open from 6 a.m. to 10 p.m.) For questions about your own health, COVID-19 testing, or testing results, please contact your health care provider.