

## Queen's University COVID-19 Monitoring Guideline

A core public health infection prevention and control principle for reopening a facility is the monitoring and identification of illness. This will be accomplished at Queen's university through a combination of passive and active monitoring strategies.

### Passive Monitoring

Passive Monitoring will be achieved through signage on campus that will provide a clear and visible reminder to all individuals entering the building to not enter the facility if they are exhibiting any symptoms of COVID-19 and to practice the required public health measures such as physical distancing, hand hygiene, respiratory etiquette, etc., when in the facility.

The [signage](#) that will be deployed is as follows:

- Building entrance signage:
  - Symptom monitoring poster
  - Public health procedures poster
- Hand washing posters in bathrooms
- Physical distancing posters for common areas including reception areas, lunch and breakrooms
- Respiratory Etiquette poster
- Hand sanitizing posters
- Elevator and washroom access posters.
- Directional signage for guide people flow within buildings

For research facilities, a specific Safety Protocol Poster for entrances to the location has been provided through the [Vice-Principal Research Office](#) to be posted at the entrance to the research facility.

### Active Monitoring

The intent of active monitoring is to reduce the potential for illness spread by identifying potential cases to ensure they are managed.

As part of a start-up plan, facilities or departments will need to implement active monitoring measures that may include some of the following recommended practices to inquire if employees are exhibiting COVID-19 symptoms:

- Regular in-person check-ins with employees
- Regular email check-ins with employees
- Regular virtual check-ins with employees (using zoom or team meetings)
- Encouragement of employee peer-to-peer check-ins while on-site.

The check-ins would entail a person overseeing the space or the employees or their designate asking simple questions to employees as to whether they are experiencing any symptoms of COVID-19.

Information on COVID-19 symptoms is available through the [KFL&A Public Health website](#).

Employees should also be encouraged to monitor for symptoms, including the measuring of temperature if they have the means, while they are at home.

In the event someone indicates they are exhibiting symptoms they should be advised to not physically attend the workplace or leave the workplace immediately and follow the response steps outlined on the [University's central COVID-19 website](#) and [HR COVID-19 webpage](#).

If you are notified that one of your employees has tested positive for COVID-19, contact Dan Langham (Director, Environmental Health & Safety) immediately by email ([dan.langham@queensu.ca](mailto:dan.langham@queensu.ca)) or by phone (613-533-6000 ext.74980). For after-hours or in the event you are not able to reach Dan, contact the Emergency Report Centre at 613-533-6111 and ask to be connected with him. Dan Langham will coordinate next steps under the direction of Public Health and in consultation with the appropriate university stakeholders.

Health Care or Health Sciences facilities may have different active screening protocols for individuals entering their spaces. These protocols must be adhered to.