UWRF Employee Screening Questionnaire
Telephone Reporting Instructions

By performing one of the following submission methods, you acknowledge:

I have read the assessment questions and understand it is my responsibility to self-assess daily and self-report immediately to my supervisor if I would respond “yes” to any of these questions while working on campus. I understand if my response to any of these questions are “yes”, I must stay home and contact my supervisor immediately. I agree to conduct a self-assessment daily at home and complete this acknowledgment at the start of each day that I am present on campus. I certify that I am adhering to UW System Administrative Policy 600-01 COVID-19 testing requirement of once every two weeks, if coming onto University property once a week or more.

Employees are required to self-assess and self-report accurately on a daily basis before reporting to work on campus. Acknowledgements will be reviewed by your supervisor and maintained for one month. If your response is “Yes” to any of the questions below or you have symptoms after arriving to campus, you must contact your supervisor immediately. Submit your acknowledgement by following the instructions below.

- Do you currently have any of the following symptoms, even if very mild? Evaluate these symptoms compared with how they are different or similar to your baseline health – e.g. worse than normal allergy symptoms, etc.
  - Fever, feeling feverish, muscle aches, chills, cough, sore throat, headache, nausea (rarely), difficulty breathing, diarrhea, shortness of breath, fatigue, loss of sense of taste or smell, feeling of tightness in chest, abdominal pain (rarely).
- Is there anyone else in your household that has any symptoms?
- In the past 14 days, have you been in contact with someone who was diagnosed with COVID-19 or have you been told to self-quarantine or isolate by Public Health?
- In the past 14 days, have you done any non-essential travel and engaged in activities that did not allow for physical distancing?

**SMS/Text**

To Enroll:
1. Text ENROLL to 715-226-3972
2. Reply with your Falcon ID
3. Reply with your supervisor's Falcon ID

Daily Submission:
Text your Falcon ID number to 715-226-3972 daily

**Voice/Call**

To Enroll:
1. Call 715-226-3972
2. Type in your Falcon ID
3. Type in your supervisor's Falcon ID

Daily Submission:
1. Call 715-226-3972
2. Type in your Falcon ID number

Do not include a W or S in front of the Falcon ID Number, just enter the numerals.
Voice, message and data rates may apply.

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