

Health Screening Process Overview – Oakland County MI

Below is an overview of the screening process utilized at locations as required by local or state regulation.

Process

1. **Team member reports (including SUS and KBS) to work to the predetermined location to “intake” person (leader).**
2. **Intake leader asks team member the three (3) required questions:**
 - Do you have any of the following symptoms: fever, chills, cough, difficulty breathing, sore throat or diarrhea?
 - Have you traveled internationally or domestically (i.e. air travel or cruise) within the last 14 days?
 - Have you had close contact with a person that has been diagnosed with COVID-19 through a positive test result?
3. **Actions taken based on responses**
 - If the individual answers NO to all questions, they have passed the screening and can begin working.
 - If the individual answers YES to any screening questions, or refuses to answer, they failed the screening and should be asked to go home.
4. **Determination of Time off**
 - Team members that answer yes to letter “a” should be sent home and will not be allowed to work until both of the following conditions are met: 3 days with no fever and 7 days since first symptom.
 - Team members that answer yes to letter “b” and “c” should be sent home and will not be allowed to work for fourteen (14) days.
5. **Time off / Pay Continuation**
 - Team members sent home due to symptoms should self-monitor and not return to work until 3 days with no fever and 7 days since first symptom.
 - These team members will not receive disciplinary points and can use any available PTO.
 - Team members will be encouraged to connect with Telemed or their health care provider if symptoms increase.
 - A team member being directed off work due to symptoms through a doctor or health authority would be eligible under the Meijer COVID-19 Pay Continuation Plan.
 - Team members who are ineligible to work due to travel from a cruise or international travel will be eligible for pay under the Meijer COVID-19 Pay Continuation Plan. Team members ineligible for work due to any other travel can use PTO and will not receive any disciplinary action for their time off.

Tracking

- The leader will verbally ask each team member reporting for work the required questions and log on the applicable spreadsheet (logging applicable information for all team members reporting to work).
- This spreadsheet /data will roll up for aggregation and incorporated into reporting channels for visibility.

Deployment

The process will be deployed after the following steps occur:

- Notice is sent to locations with directions to post at facilities per requirements.
 - RVPs, Market & Store Directors, & applicable HR will be informed of the process via a webex meeting.
 - Store Directors will review the process with their leadership teams and train “intake” leaders.
 - The process will be reviewed in huddles with team members.