IACP
Iowa Association of Community Providers

COVID-19 Daily Checklist

Based on information received from CDC, CMS and IDPH, IACP recommends that all members complete the following checklist every day.

Daily Symptoms: Evaluate all staff persons and clients served.

- ☐ Is the temperature of the staff person or client greater than 100.4°F?
- ☐ Does the staff person or client have a cough unrelated to allergies or reason other than potential COVID-19?
- ☐ Is the staff person or client experiencing shortness of breath?
- ☐ Does the staff person or client feel sick?
  Describe_____
  (relevant to COVID-19 or other illness)

If the answer is yes to any of the above symptom(s):

- ☐ Call 211 or doctor to review symptoms, then request a test.
- ☐ Isolate the client to their bedroom, preferably with a designated individual bathroom.
- ☐ Send the symptomatic staff person home and alert HR to do an appropriate follow-up. Those who have had contact with the staff person should wear a mask for 14 days.
- ☐ Assume that all other staff and clients have now been exposed– continue daily symptom checks.

If staff person or client has tested positive:

- ☐ Notify IACP (schandler@iowaproviders.org)
  - Specify if the person affected is a staff person or client
  - List the city of residence of the staff person or client
  - Service type (i.e. HCBS, Daily SCL, ICF, SE)
- ☐ Notify guardian/natural supports as applicable
- ☐ Notify community-based case manager or integrated health home care coordinator

Please do not hesitate to contact IACP with any questions or concerns.

Thank you for all that you do!

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