

COVID-19 Daily Self-Checklist

Staff and Volunteers must submit this form before every shift.
 please email or scan and send to RConant@LincolnParkConservancy.org

Volunteer Name: _____

Date: _____ **Scheduled Time In:** _____ **Program:** _____

Do you have any of the following symptoms because of an Unknown cause:	Yes	No
• Do you have a Fever (temperature over 100.3°F) without having taken any fever reducing medications?		
• Do you have Chills ?		
• Do you have Muscle Aches ?		
• Do you have a Sore Throat ?		
• Do you have a Loss of Smell or Taste ?		
• Do you have a new or worsening Cough ?		
• Do you have Shortness of Breath ?		
• Do you have a Headache ?		
• Have you experienced any gastrointestinal symptoms such as nausea/vomiting, diarrhea, loss of appetite ?		
• Have you, or anyone you have been in close contact with, been diagnosed with COVID-19, or been placed on quarantine for possible contact with COVID-19?		
• Have you been asked to self-isolate or quarantine by a medical professional or a local public health official?		

If you reply YES to any of the questions in the checklist, please stay home and follow the steps below:

Step 1: Monitor your symptoms.

Step 2: Contact your healthcare provider. Get checked for Covid-19 or self-isolate for 14 days.
 Tests should be fully covered by your health insurance.

Step 3: Please notify your supervisor if a positive test so that others on your shift can get checked. Do not return to volunteering until you are cleared to work by your doctor.

If you start feeling sick during your shift, follow steps 1 and 2 above.

Daily, continue the following preventative measures:

- Physical distancing – stay 6 to 10 feet distant from other people
- Wear a face covering – masks can be hot, but are more effective than shields, both together reduce your chances of catching or spreading Covid-19
- Practice frequent handwashing – wash with soap and water for 20 seconds, follow with hand sanitizer
- Cover your cough and sneeze in your sleeve or elbow
- Stay home when sick (please call Rebecca if you are sick. It is helpful if you can find a replacement for your shift).
- *Clean all high-touch surfaces regularly*

Thank you for your help keeping yourself and your fellow volunteers safe!