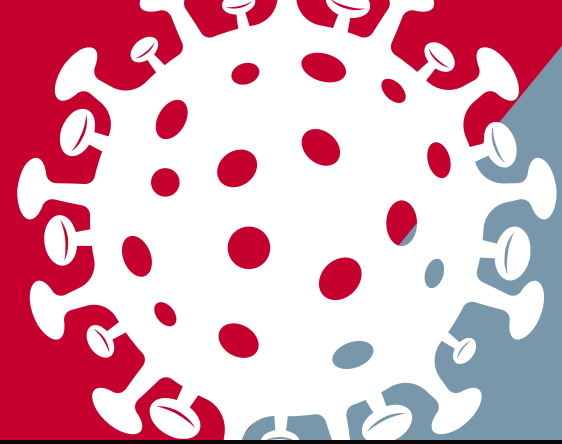


Self-screening Instructions



All employees, students, contractors, and visitors must complete self-screenings:

1 Locate the no-touch thermometer or handheld thermometer. (Wipe handheld with provided disinfectant prior to and following use).

2 Scan your forehead to check that your temperature is less than 100.0 degrees.

3 Complete the **Online Contact and Symptoms Questionnaire** by using your tablet or phone to enter in the applicable web address on the right OR scan the corresponding QR code.

If you do not have internet access, please fill out the provided **Contact and Symptoms Questionnaire Card** and drop it in the box.

These questions will verify that:

- Your temperature is below 100.0 degrees.
- You do not have symptoms for COVID infection that are recent or unexplained.
- You have not been in close contact with someone who has tested positive or has been exhibiting symptoms for COVID within the past 10 days.

4 If you do not meet the conditions above, you may not enter the building. Please fill out the online **Self Reporting Form** AND contact your instructor (student) or supervisor (employee).

For further information on next steps, see the **Guidance Information Sheet** on the table or call:

WESTERN'S COVID CALL LINE
608-789-6262

(Monday-Friday, 6:30 a.m.-5:30 p.m.)
After hours, call Security at 608-785-9191



**STUDENT
WEB ADDRESS**

<https://bit.ly/3dWI9Ek>



**EMPLOYEE
WEB ADDRESS**

<https://bit.ly/3dLkXbL>



**STUDENT AND
EMPLOYEE
SELF-REPORTING
FORM WEB ADDRESS**

<https://bit.ly/38I40hO>



Western
Technical College

#StayWellWestern

**Please remember to wear a proper face mask
at all times when in the presence of others.**