

1. Before arriving for an appointment, patients should be questioned about potential exposure/symptoms, including:
  - a. Whether they have traveled to any HIGH ALERT areas/overseas in the last 14 days. If yes to any HIGH ALERT area, (listed below) **RESCHEDULE**.
  - b. Whether they have had any contact with a known person with the virus. If yes, the patient is instructed to RESCHEDULE their surgery.
  - c. Whether they or their responsible adult/ride have had a fever or signs/symptoms of respiratory illness (e.g.: cough, shortness of breath) If yes, the patient is instructed to **RESCHEDULE** their surgery.
    - i. If any are present, the patient should be referred to their primary care physician for advice
2. Upon arrival to facility, ask all patients (and visitors) as they are signing in for their appointment:
  - a. Ask if they have traveled within the US/Internationally within 14 days
  - b. Ask if they have had contact with an ill traveler or acquaintance
  - c. Ask if they or their responsible adult/ride have a fever or signs/symptoms of lower respiratory illness (e.g. cough or shortness of breath)
    - i. If the answer is yes:
      1. The receptionist will give the person a mask and gel and attempt to isolate them or ask the person to wait in their car (if isolation is not possible) for the medical director to make required care decisions.
      2. Call a manager for assistance, who will further assess the individual for fever >100.4, cough, difficulty breathing.
      3. **Immediately contact Michon Mayfield, Director of Accreditation - AAAASF at 224-701-6034.**
      4. Call local Department of Health where the individual resides.
      5. Advise patient to inform their primary care physician and follow-up
      6. Advise individual of DOH instructions and where to go
      7. If the individual is too ill to transport themselves, call 911 and inform the dispatcher of the individual's potential exposure and respiratory symptoms.