



# FLOYD COUNTY PUBLIC SCHOOLS

## Employee Self-Monitoring

**1. What is the benefit of symptom monitoring in reducing COVID-19 risk?**

Daily symptom monitoring may help detect the early onset of illness so that employees can isolate themselves from others and reduce their risk of spreading the disease. As such, we all have a role to play in protecting others and ourselves. Self-monitoring for COVID-19 related symptoms is the best method for protecting yourself, family members, friends, schools and the community at large.

**2. Who must follow this guidance?** All employees of Floyd County Public Schools.

**3. What must I do?** All personnel will check for fever and symptoms of COVID-19 in the mornings before reporting to their workplace.

**4. \*What should I look for?**

Fever of 100 or greater	Body Aches	Loss of Smell or Taste
New Shortness of Breath	New Cough	Sore Throat
Nausea	Vomiting	Diarrhea
Close contact with someone diagnosed with COVID-19		
Been advised by the local Health Department to self-isolate/quarantine		

\*If you have any of these symptoms, **DO NOT COME TO WORK AND NOTIFY YOUR SUPERVISOR** who will then notify the FCPS Human Resources Office. You are then required to seek medical attention for your symptoms. Based on the recommendations from the healthcare provider, you must complete a 14-day isolation period and be symptom-free for three (3) days before you may return to work.

\*To qualify for paid sick leave during the quarantine period, please submit the **Request for Leave Under FFCRA form** to the Human Resources Office along with medical documentation from your physician. Information about the FFCRA and the FFCRA Leave form can be accessed from the FCPS website at: <https://www.floyd.k12.va.us/Page/2847> or you may contact the Human Resources Office for assistance by calling (540) 745-9400.

**As any employee of Floyd County Public Schools, I certify my compliance with the self-monitoring practices set forth above.**

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Employee's Name Printed

\_\_\_\_\_  
Worksite