

COVID-19 Safe Procedures/Practices for Guests

Purpose: To ensure guests, those only being on campus for less than 2 hours, follow COVID-19 Safe Practices implemented by NMHU. A guest is defined as an individual that is participating in a NMHU approved and/or sanctioned event or visit that has been reviewed and approved by the Emergency Operations Center.

For more information pertaining to NMHU's COVID-19 Safety procedures/plans/training, please review: <https://www.nmhu.edu/coronavirus-covid-19-information/>

- 1. Know the Symptoms of COVID-19 (COVID-19 Screening)**
 - Coughing, fever, shortness of breath, and difficulty breathing.
 - Early symptoms may include fever, chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, sore throat, headache, diarrhea, loss of taste or smell, nausea/vomiting, congestion/runny nose and diarrhea.
 - If you develop a fever and symptoms of respiratory illness, **DO NOT GO/COME TO CAMPUS or the NMHU Centers.** Do the same thing if you come into close contact with someone showing these symptoms.
- 2. Face Covers:** Facemasks are required for unvaccinated participants and recommended for all others.
- 3. Social/Physical distancing:** Ensure the minimum of 6 feet between yourself and others.
- 4. Wash your hands** often with soap and water for at least 20 seconds especially after you have been in a public place, or after blowing your nose, coughing, or sneezing. If soap and water are not readily available, use a hand sanitizer that contains at least 60% alcohol. Cover all surfaces of your hands and rub them together until they feel dry.
- 5. Avoid touching your eyes, nose, and mouth** with unwashed hands.
- 6. Cover your coughs and sneezes** with a tissue or use the inside of your elbow. Throw used tissues in the trash and immediately wash your hands with soap and water for 20 seconds.
- 7. Wear Temporary NMHU Guest Badge:** The NMHU Main Campus and Campus Centers remain closed to the public. Please wear the temporary NMHU Guest Badge around your neck while on NMHU property.

By signing this form, you are acknowledging that you will follow COVID-19 Safe Practices/Procedures while on NMHU property or NMHU Centers.

Name (Print)

Name (Signature)

Date

COVID-19 Screening Question Checklist

Date:		Person conducting screening:	
Employee/Student/Guest/Visitor Name:		Building/Office/Worksite Location(s):	
Question	Screening Questions	Check all that apply	If Yes, Action(s) to Take
1.	Are you experiencing any of the following COVID-19 symptoms?	<input type="checkbox"/> Fever (100.4° or greater) <input type="checkbox"/> Any of the following: Sore throat Chills Cough Headache Repeated shaking with chills Shortness of breath Muscle pain Loss of taste or smell Diarrhea <input type="checkbox"/> No Symptoms- go to Question 2.	<ul style="list-style-type: none"> Individual leaves campus/centers. If employee/student: quarantines for 14 days and participates in a COVID-19 test. On campus residents: Return immediately to their assigned room. Measures will be taken to temporarily assign/move to quarantine room. Person conducting screening should contact the EOC at EOC@nmhu.edu to report the situation. Emergency Operations Center will contact the employee with further instructions.
2.	Have you tested positive or been diagnosed with COVID-19 in the last 30 days?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<ul style="list-style-type: none"> If yes, the screener should contact the EOC for guidance.
3.	To your knowledge, have you come in close contact or live with anyone that has tested positive for COVID-19 in the last 30 days?	<input type="checkbox"/> Yes <input type="checkbox"/> No – If no, individual can participate in daily work/visitor activities. Individual must follow all NMHU COVID-19 requirements, plans and procedures.	<ul style="list-style-type: none"> Same actions as Question # 2