

Topic:	CAMP RE-OPENING TEMPERATURE SCREENING
Purpose:	The purpose of this training is to communicate the procedures to be followed while performing temperature screening as per Broward County Parks and Recreation's re-opening plan to help prevent the spread of COVID-19.
Intended Audience/Scope:	<p>This toolbox training topic is intended for employees who will perform temperature screening for summer camp at Broward County Neighborhood Parks for the 2020 season.</p> <p>Screeners shall successfully complete this training prior to the performance of temperature screening. Training shall be documented by the Parks Training Manager in the Pathlore system.</p>

Trainer Preparation:

- A. When scheduling training, remind participants to bring masks and pens for their own use. Also, recommend that they bring gloves and/or hand sanitizer for the thermometer hands-on demonstration.
- B. Prior to the delivery of this training toolbox, you will need to obtain the following:
 1. Printed copy of this toolbox training program (preferably in color).
 2. Printed copies of the answer sheet for each participant.
 3. Infrared thermometer(s) with battery installed and set for Fahrenheit reading.
 4. Disinfectant wipes for disinfecting shared thermometer(s) and spare pens
 5. Gloves and hand sanitizer, if available
- C. Before proceeding, read this entire toolbox training segment, including the answers to the quiz, to ensure understanding. All trainer's instructions are in red font-for your information-**not to be read to the participants**. The information in black font is the training script which you **should** read to the participants to ensure that all training is consistent.
- D. Ensure that the following COVID-19 precautions are observed during this training session:
 1. Maintain social distancing of 6 feet per person and wear face mask during closer contact.
 2. Participants are to use their own pens or trainer will provide disinfected pens if needed.
 3. Participants are to use gloves when signing the sign-in page (or hand-sanitizer before and after signing). Gloves are to be discarded after sign-in, followed by hand washing or hand sanitizing.
 4. Trainer shall disinfectant any shared equipment such as pens or thermometer(s) prior to distribution.
 5. Thermometers shall be disinfected before and after each person uses same.



ATTENDANCE RECORD - CAMP RE-OPENING TEMPERATURE SCREENING

Location:	
Trainer's Name:	Date:

Employee's Name (please print)	Employee's Signature

Trainer: Read and Discuss:

The Broward County Re-Opening Plan

The re-opening plan for Summer Camp includes temperature screening for staff and participants for the purpose of helping to prevent the spread of COVID-19.

This training covers the following topics:

- a. Who will perform temperature the screening?
- b. When to perform a temperature screening?
- c. Where will the screening take place (including during inclement weather)?
- d. Proper use of the thermometer
 - i. Demonstration
 - ii. Practice using the thermometer
- e. Procedure to follow if a staff member or camp participant has an elevated temperature or if any answers to the screening questions were "yes".

Employees who will perform the temperature screening:

Parks Manager, Associates at each site ("Site Manager") and/or Recreation Coordinators have been determined to be the employees who will be designated as temperature screeners in accordance with the re-opening plan. If you are in this/these class(es), you have been selected to be either a primary or a back-up temperature screener. If additional "screeners" are required later, they must also complete this training prior to working as a screener.

When to perform temperature screening:

1. Upon arrival of staff and students at Camp each day.
2. Observe staff and students and re-take temperature if anyone reports that they do not feel well.
3. If a person's temperature may be artificially elevated, such as due to being in an un-air-conditioned environment, have the person rest in an isolation area with a cooler environment for 10 to 15 minutes and re-take their temperature. The isolation area is also used by anyone who will eventually be sent home. The Site

Manager shall ensure a decontamination of the isolation room is conducted prior to re-using the area.

4. The isolation area for each location will be determined by the Site Managers and communicated to screeners.

Where the screening will take place:

Each Site Manager will determine what area(s) will be designated for temperature screening.

Screening will take-place outside, prior to entry into the facility/building. The car-line will be utilized for screening participants that are driven to the Park by parents/guardians. For participants who walk to the Park, screening will take place underneath the covered entryways at each site.

If feasible, the floor will be marked where the individual and screener will stand while taking temperatures to ensure no contact is made.

Screening During Inclement weather:

Car-line: During inclement weather, rendering it unsafe or ineffective to perform screening outdoors, screening for the car line will be delayed until outdoor screening can be resumed. The Park Manager will communicate the delay to the parents/guardians queued in the screening area.

Walk-in: For participants who walk to the Park, screening will take place in the front lobby at each site.

Screening Process:

- A. Ask the camp participant the following screening questions:

- 1. HAVE YOU TESTED POSITIVE FOR COVID-19 WITHIN THE PAST 14 DAYS?**
- 2. ARE YOU EXPERIENCING SYMPTOMS SUCH AS FEVER, COUGHING, SHORTNESS OF BREATH, CHILLS, MUSCLE PAIN NEW LOSS OF TASTE OR SMELL, VOMITING OR DIARRHEA AND/OR SORE THROAT?**
- 3. HAVE YOU RETURNED FROM A CRUISE WITHIN THE PAST 14 DAYS AND HAVE ANY OF THE ABOVE SYMPTOMS?**
- 4. HAVE YOU BEEN AROUND SOMEONE DIAGNOSED WITH COVID-19 WITHIN THE PAST 14 DAYS?**

B. If the answers to the above questions were “no”, proceed by taking the participant’s temperature.

Using the no-contact infrared thermometer:

1. Calibrate (by using the thermometer on a person with a known temperature from another thermometer) to ensure it is working properly daily before screening.
2. Ensure you are wearing a mask, as you will be within 6 feet of the individual you are screening.
3. Tell the individual that you will be taking their temperature, and that the instrument will not touch them.
4. Turn the thermometer on by pressing the “SCAN” button. Make sure the thermometer is set for readings in Fahrenheit, as indicated by “F” in the screen.
5. Hold the thermometer out with your arm so that the probe point is between ½ and two (2) inches of the individual’s forehead being careful not to touch the individual with the equipment. *Look for the icon that flashes to indicate the correct measuring position.*

6. Press "SCAN" and release after one (1) second and the thermometer will beep and display the temperature. To repeat the temperature reading, wait for the "C" to flash, then the above procedure can be repeated.
7. The temperature reading will be displayed on the screen.

Trainer:

- A. Demonstrate use of the thermometer by taking the temperature of two (2) or more participants.**
- B. Distribute (or share) sanitized thermometer with participants and have them practice taking temperatures. Ensure all participants know how to use the thermometer correctly, including the proper communication.**

What is considered an elevated temperature.

FEVER = 100.4 + DEGREES F

***CAMP PARTICIPANTS, PARENTS/GUARDIANS, OR
EMPLOYEES WITH A FEVER OF 100.4 DEGREES
FAHRENHEIT OR MORE
OR
ANSWER "YES" TO ANY OF THE SCREENING QUESTIONS
DO NOT PASS THE COVID-19 SCREENING***

What to do when a CAMP PARTICIPANT does not pass screening:

Contact parents immediately and explain why the participant will not be allowed to participate in camp. If the participant is allowed to walk home, he/she will be sent home. If not, the participant will wait in the isolation room for parent pick up. The child shall be given an informational flyer for their parent, advising them of the conditions for returning to Camp.

PARTICIPANTS IN THE ISOLATION ROOM MUST WEAR MASKS AND MAINTAIN SOCIAL DISTANCING AT ALL TIMES.

THE ISOLATION ROOM MUST BE SANITIZED AFTER EACH PERSON OR GROUP LEAVES THE ROOM.

What to do when an EMPLOYEE does not pass screening:

Discreetly notify the employee that his/her temperature reading indicates he/she has a fever, do not allow him/her to enter the site. The employee should be sent home and advised to contact their healthcare provider or County Department of Health. Management must contact agency Human Resources for further direction.

Trainer: Distribute answer sheet for the quiz. Ask the participants to mark their answers on the answer sheet.

Comprehension Quiz -distribute quiz to class participants.