

Staff, Physicians, Residents and Learners Self-Screening Tool – COVID-19 Frequently Asked Questions (FAQs)

Updated August 24, 2021

Question	Response
<i>Why is screening required for staff?</i>	We are committed to a healthy and safe workplace for our patients and staff and minimizing the spread of COVID-19. In accordance to the direction from the Chief Medical Officer of Health with the Ministry of Health, each workplace should have a comprehensive strategy for screening and symptom monitoring that includes screening for staff to ensure that no person with clinical symptoms consistent with COVID-19 enters the building – except where they are identified and being clinically assessed by an appropriate provider. All healthcare workers should monitor for signs of illness and identify themselves to their manager and Employee Health Services if they feel unwell. If a healthcare worker begins to feel unwell while at work, they should immediately don a surgical mask and notify their manager and Employee Health Services. Visit oha.com for more information.
<i>How soon before my shift should I complete the tool?</i>	You should complete the tool a maximum of 1 hour before your shift begins. This will aid in limiting congestion at entrances, but also ensuring screening results are recent and valid.
<i>I’m a physician who work shifts that may be longer than a typical work day. Do I need to complete this screening tool multiple times during my shift?</i>	No, this should be completed prior to coming to work or entering the building prior to your shift. You should monitor for signs of illness throughout your shift. If you begin to feel unwell while at work, you should immediately don a surgical mask and notify your chief and Employee Health Services.
<i>Should I complete this tool if I feel sick and unable to come in to work for my next scheduled shift?</i>	No, follow your regular reporting / call-in process for your absence. If you have suspected COVID-19 symptoms, do not return to work. Stay home and self isolate. Contact Employee Health Services (EHS) at COVIDFORMS@HHSC.CA or ext. 42200 to provide details.
<i>Do I complete this tool if I feel sick during my shift?</i>	No, immediately notify your manager / chief and contact Employee Health Services.
<i>If I am working at a non-clinical site, do I need to complete the tool?</i>	Yes, if you are working at a non-clinical site, you need to complete the tool.
<i>If I am working from home, do I need to complete the tool?</i>	No, if you are working from home, you do not need to complete the tool.

I do not have an HHS ID number. How do I complete the screen?

If you are a physician or other health care professional who does not have an HHS ID number, you can zero in the ID field and proceed to the screen questions.

What does HHS intend to do with the data collected?

All individual answers collected online will only be accessible to Employee Health Services. Individual names indicating ability or inability to work may be shared for work planning and scheduling purposes.

If Employee Health Services receives this information, why do I need to report to EHS?

You need to follow the regular process of notifying EHS of potential infectious disease symptoms. Only in instances where your screening results indicate you are not cleared to proceed to work do you need to follow-up with EHS. This is required so that they can provide further direction on whether you need to be tested, and to get a referral for testing. EHS will check screening results regularly to ensure contact has been made.

What do I do if I do not have access to my HHS or McMaster email on my phone?

You may use your personal email address; whichever is most convenient for you to access and show your results at the hospital entrance.

What do I do if I do not have a device to complete the online self-screening tool?

You can complete the screening tool once you arrive to your unit/department.

What do I do if I need technical support?

If you experience technical issues accessing the tool, you can contact the Helpdesk at 905-521-2100 ext. 43000.

If your inquiry is process related, please contact Employee Health Services at your respective site.

I've been redeployed as a screener. Do I have to screen? How?

Yes, this should be completed prior to coming to work, using the online tool at <https://hsscreening.hhsc.ca>

I'm currently at home, waiting to be redeployed. Do I complete this tool?

No, do not complete this tool until you are scheduled to work, then you would complete it prior to leaving home for work.

Why do I need to wear my badge upon entry?

All hospital employees, medical staff, board members, contractors, volunteers, students and other personnel associated with the operation of the hospital are to wear employee ID badges at all times while on hospital premises.