

Information Collection Instrument

Number	<input type="text"/>	Opened by	<input type="text" value="Daniel Coogan"/> <input type="button" value="Q"/> <input type="button" value="i"/>
* Person	<input type="text"/> <input type="button" value="Q"/>	* Assignment group	<input type="text"/> <input type="button" value="Q"/>
* Health status	-- None -- <input type="button" value="v"/>	* Contact Tracing State	Open <input type="button" value="v"/>
Close notes	<input type="text"/>	* Assigned to	<input type="text"/> <input type="button" value="Q"/>

The purpose for the collection will be to provide the necessary data for proper medical evaluations and diagnoses, to ensure that proper treatment is administered, and to maintain continuity of medical care. Collect information will only be disclosed to those that have a need to know, where there is a compelling circumstance affecting the health or safety of an individual.

You have read the statement above to the employee?

You have advised the employee to speak with their medical provider and to follow CDC guidance and local health office guidance.

You have advised the employee to speak with their medical provider?

Intake Interview - Employee Details*	Intake Interview - Supervisor Details	Intake Interview - Work Location D...	Intake Interview - Exposed Individ...	Final Interview - Return to Work	Phone Log	Notes
* Program/Region	-- None -- <input type="button" value="v"/>		* Employee Status	-- None -- <input type="button" value="v"/>		
Updated Department	<input type="text"/> <input type="button" value="Q"/>		EPA Email	<input type="text"/>		
	<div style="background-color: #e0f2f1; padding: 2px;">If the Department is incorrect, please select the correct option here</div>		Business Phone	<input type="text"/>		
Updated Work Location	<input type="text"/> <input type="button" value="Q"/>		* Best Phone Number for Contact	<input type="text"/>		
	<div style="background-color: #e0f2f1; padding: 2px;">If the Work Location is incorrect, please select the correct option here</div>		* What day did the person begin experiencing symptoms consistent with COVID-19?	<input type="text"/> <input type="button" value="calendar"/>		
			Duration	<input type="text"/>		

Intake Interview - Employee Details*	Intake Interview - Supervisor Details	Intake Interview - Work Location D...	Intake Interview - Exposed Individ...	Final Interview - Return to Work	Phone Log	Notes
Contract Officer Representative Name	<input type="text"/>		Supervisor	<input type="text"/> <input type="button" value="Q"/>		
Contract Number	<input type="text"/>		Supervisor Email	<input type="text"/>		
SEE Monitor Name	<input type="text"/>		Supervisor Phone Number	<input type="text"/>		
SEE Grantee	-- None -- <input type="button" value="v"/>		Supervisor Phone Type	-- None -- <input type="button" value="v"/>		
Cooperative Agreement Number	<input type="text"/>					
COR/SEE/Other Phone	<input type="text"/>					

Intake Interview - Employee Details*	Intake Interview - Supervisor Details	Intake Interview - Work Location D...	Intake Interview - Exposed Individ...	Final Interview - Return to Work	Phone Log	Notes
What dates was the person in the office during the period, starting 2-days prior to the onset of the symptoms to today's date?						
Work Locations visited <input type="button" value="add"/>						
<input type="button" value="gear"/>	<input type="button" value="list"/>	<input type="button" value="list"/>	<input type="button" value="list"/>	<input type="button" value="list"/>	<input type="button" value="list"/>	<input type="button" value="list"/>
	Date	Location		Floor(s)		
<input type="button" value="plus"/>	Insert a new row...					

Intake Interview - Employee Details *	Intake Interview - Supervisor Details	Intake Interview - Work Location D...	Intake Interview - Exposed Individ...	Final Interview - Return to Work	Phone Log	Notes
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On each day the person came into the office during that period, what employees/staff did the person come into close contact with? (Note: Close contact is defined as within 6 feet for 15 minutes or more.)

Exposed Contacts						
	Name	Business Phone	EPA Email	Program/Region	Updated Location	Office/Cubicle
+	Insert a new row...					

Intake Interview - Employee Details *	Intake Interview - Supervisor Details	Intake Interview - Work Location D...	Intake Interview - Exposed Individ...	Final Interview - Return to Work *	Phone Log	Notes
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Employee had not have a fever (w/o use of fever reducers) for at least 24 hours?

At least 10 days have passed since the onset of symptoms?

* Employee and Supervisor notified that the employee is able to return to work?