



# Resuming Business during the Pandemic: Daily Checklist for Staff

This checklist is based on CDC recommendations for bringing staff back to your office or other location during/after the COVID-19 Pandemic. Employers should first implement strategies for virus transmission prevention, workplace hazard assessment, handling suspected/confirmed cases, special sick leave policies, visitors, daily cleaning and disinfecting, distancing and barriers, PPE, meetings and travel, safe work practices, and communicating information for staff. You can get a complete checklist and set of recommendations from the CDC here:

<https://www.cdc.gov/coronavirus/2019-ncov/community/resuming-business-toolkit.html>

## STAFF CHECKLIST - TO BE COMPLETED BEFORE COMING ONSITE AND WHILE PRESENT

### Before coming into work:

- Complete your daily evaluation by calling or using the COVID-19 self-checker for yourself and anyone living in your household:
  - <https://cv19.app/> OR
  - 1-408-414-4555
- Follow the recommendations from the app or phone call:
- If you or anyone else in your household have possible symptoms:
  - Stay home!
  - Call your supervisor and inform them of your status
- If there is no one with symptoms in your household, prepare to come in:
  - Have your mask or face covering ready to wear

### While at work:

- Wear your face mask or other PPE
- Wash hands often with soap and water for at least 20 seconds or use hand sanitizer with at least 60% alcohol if soap and water are not available.
- Avoid touching eyes, nose, and mouth
- Cover mouth and nose with a tissue or inside of the elbow when coughing or sneezing, immediately throw tissue in trash, then wash hands.
- Avoid using other employees' phones, desks, offices, or other work tools and equipment. Clean and disinfect between employees if sharing occurs.
- Avoid large gatherings and stay at least 6 feet from others when possible.



<https://cv19.app>  
Daily Evaluation  
Self-Checker



## ENSOFIA INC.

A Silicon Valley Company, Our team brings decades of world-class experience and deep knowledge in the natural-language processing, conversational AI space, communication, encryption and software development.

The self-checker tool on the other side is provided free of charge to help you manage your office and staff during/after the COVID-19 Pandemic. The tool is an AI that your staff can talk to through the web or by phone. The AI uses the latest CDC information to help each person self-assess their condition.

We can provide a version of this tool that is highly customized for your workplace, clinic or organization. Custom instances include additional features:

- Security and HIPAA compliance eliminate compliance and legal concerns
- Good security and privacy encourage wider adoption among users
- User account persistence means that users avoid hassles and are more likely to complete the process.
- Multichannel access means that more users can complete the process, even if non-technical (app and phone)
- A clear, easy to understand process means that more users will accurately understand their symptoms
- An accurate automated process removes workload. Medical evaluators only need to contact specified users.
- The app can be used for triage or for office entry check-in
- Users get instant feedback suggesting their next steps (e.g. get tested)
- A customized instance uses a mature platform and can be deployed rapidly
- The app is kept up to date with the latest information from the CDC without any administrative overhead, and you can customize any aspect of the questionnaire as well as workflows and notifications.
- Administrators get clear views of real-time data
- Easy to use dashboard with aggregate data which you can analyze, spot trends, and use to manage population health
- Built-in contact modes on the dashboard make it easy for medical evaluators to get contacts done (phone, SMS Text and Video Chat)
- You can search and import data into other analytical systems
- Integrate data with your existing EHR (HL7 V2 or HL7 FHIR)
- Users get instant feedback suggesting their next steps (e.g. get tested)
- CDC-based suggestions to users may reduce unnecessary tests, while making sure that needed tests are done
- AI automation reduces costs and labor hours

We do more than just this and other healthcare apps. Our platform uses a mature natural-language processing conversational AI that has a broad range of applications. See our website for more information.

If you would like a rapidly deployed custom instance of the COVID-19 Self-Checker for your business or clinic, call us for a free consulting session.

Also call us about using our natural-language processing, conversational AI platform to create an app for your industry or business.

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