Research Clinic COVID-19 Phone Screen to determine whether to delay appointment
(Conforms with Health System COVID-19 Policy)

IRB#: ___________________________ PI Last Name: ___________________________
Subject ID#: __________ Name, Date, Time of Phone Screen _______________________

Script for CCR/CTO/Research Staff:
“For health safety reasons, and to help prevent the spread of the Coronavirus, we are asking a few questions
regarding how you are feeling and any cold or flu-like symptoms you may have, before you come into the clinic
[or, we visit you at home].”
1. “Have you had a fever¹, cough, shortness of breath, or other respiratory symptom within the past 21 days?”
   ______ NO _______ YES
2. “Have you, or anyone close to you, had close contact² with, or traveled in China (does not include Hong
   Kong, Macau, or the island of Taiwan), Iran, Italy, Japan, South Korea within the last 21 days?”
   ______ NO _______ YES
   If NO to BOTH 1 and 2: “Great, please plan on the study visit [tomorrow or DATE]. Do you need any
directions to the clinic, [or can I answer any questions you may have?]” Thank the volunteer and say
goodbye.
   If YES to either question: “Out of an abundance of caution, we must reschedule your in-person
appointment. You will be contacted by a member of the study team in one to two weeks. [If you have
fever:] We recommend you self-quarantine (stay at home) and contact your healthcare provider.
Thank you for your understanding.”

• Clinic staff should update research record and electronic medical record to indicate
  positive COVID-19 Phone screen, and that research participant was advised to self-quarantine
  and contact healthcare provider
• Clinic staff should contact study team contact about cancelation and the study team
  should reach out to research participant to reschedule visit

Name of study team contact: __________________________
Date & Time contacted (Indicate phone or email) _______________________

*NOTES

Definitions of Fever and Close Contact:
¹Fever is considered ≥100F. may not be present in some patients, such as those who are very young, elderly, immunosuppressed, or
taking certain fever-lowering medications. Clinical judgment should be used to guide testing of patients in such situations.

²Close contact with a person who is under investigation for 2019-nCoV. Close contact is defined as:
a) being within approximately 6 feet (2 meters), or within the room or care area, of a novel Coronavirus case for a prolonged period of
time while not wearing recommended PPE (e.g., gowns, gloves, NIOSH-certified disposable N95 respirator, eye protection)
b) close contact can include caring for, living with, visiting, or sharing a healthcare waiting area or room with a novel Coronavirus
case
c) having direct contact with infectious secretions of a novel Coronavirus case (e.g., being coughed on) while not wearing
recommended personal protective equipment