

COVID-19 FITNESS FOR DUTY EMPLOYER PROTOCOL (4-1-2020)

Which Employee?

1. Employee reports travel or other COVID-19 risks
2. Employee reports fever or other COVID-19 like symptoms
3. Employee reports any contact risks

Procedure:

1. During normal clinic hours – PRIME Global Solutions at 225-408-2810. The normal clinic FFD fee will apply.
2. During afterhours and weekends: Corp Medical Solution Hotline and request the same, at 225-328-0042. An afterhours FFD rate will apply.
3. If you do not have an account with Prime – please feel free to call and request the FFD service. However, at the same time, please guarantee the applicable FFD evaluation fees with a credit card while setting up an account through the “New Account Tab” at Primeoccmed.com.

Medical Provider Report Categories:

1. **Significant symptoms:** call 911 for emergency care
2. **Moderate symptoms:** refer to a testing or a treatment facility
3. **Mild symptoms:** home self-quarantine, with self-quarantine guidelines
4. **Possible symptoms or risk:** clinic for possible COVID-19 evaluation
5. **Unrelated symptoms:** refer the employee to the personal medical provider for possible non-COVID-19 medical issue
6. **No defined symptoms or risks:** Return the employee to work without further specific COVID-19 action

Details

COVID-19 Fitness for Duty (FFD) Evaluation:

- If any employee reports that he/she has been “exposed” to a suspected COVID-19 patient, no medical action is needed other than to continue all routine precautions and self-monitoring.
- If any employee reports other COVID-19 risk factors, such as an at-risk travel history, or reports a close-contact (talking or similar activities within 6 feet for more than 5 minutes) exposure to a KNOWN or CONFIRMED COVID-19 patient, employer can refer the suspected exposed employee to Prime COVID-19 FFD Evaluation Service by calling and request a “COVID-19 FFD Evaluation” from:
 1. During normal clinic hours - PRIME Global Solutions at 225-408-2810. The normal clinic FFD fee will apply.
 2. During afterhours and weekends: Corp Medical Solution Hotline and request the same, at 225-328-0042. An afterhours FFD rate will apply.
 3. If you do not have an account with Prime – please feel free to call and request the FFD service. However, at the same time, please guarantee the applicable FFD evaluation fees with a credit card while setting up an account through the “New Account Tab” at Primeoccmed.com.
- If the employee has any significant respiratory symptom or other significant complaint, then the intake medical professional will direct you to call 911 for emergency care.
- Otherwise, Prime case intake nurse will ask for the details of the potential exposure, identifications of the exposed employee(s) such as name, DOB, other ID, and reliable contact information, and any other relevant administrative information.
- The medical data will be forwarded to a trained Prime COVID-19 FFD medical provider, who will contact the exposed employee to conduct a telemedicine medical evaluation.
- Once the telemedicine evaluation has been completed, the Provider will offer clinical recommendations, based on the employee’s exposure history and reported symptoms, if any. The recommendation could be one of the following:
 - Return the employee to work without further specific COVID-19 action, or
 - refer the employee for further COVID-19 evaluation at a Prime clinic, or
 - recommend the employee to home self-quarantine, under the self-quarantine guidelines, or
 - refer the employee to the employee’s personal medical provider for possible non-COVID-19 medical issues, or
 - refer the employee directly to a COVID-19 testing or an appropriate treatment facility, If the provider suspects COVID-19 in an employee who may fit the criteria for testing at a state or at a commercial facility.