
COVID-19 FITNESS FOR DUTY EMPLOYER PROTOCOL (8-6-2020)

Which Employee should be referred for a FFD evaluation?

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

Procedure:

1. During normal clinic hours – call PRIME Global Solutions at 225-408-2810. The normal clinic FFD fee will apply.
2. During afterhours and weekends: call 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 Primeoccmcd.com.

Medical Provider Report Categories:

1. **Significant symptoms:** call 911 for emergency care
2. **Moderate symptoms:** refer to an appropriate treatment facility
3. **Mild symptoms:** recommend home self-quarantine, with self-quarantine guidelines
4. **Possible symptoms or risk:** refer to a Prime or other appropriate 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.
7. **No defined symptoms or risks:** if employee or employer requests “testing” then provider can discuss the most clinically applicable test to order and the recommended process for the evaluation of the test results.

Details of the RTW Program

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 15 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 one of Prime’s COVID-19 medical provider specialist through a telemedicine clinical services.
- 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, reported symptoms, with or without a specific request for “testing”, if any.