
COVID-19 FITNESS FOR DUTY EMPLOYER PROTOCOL (Updated 12-3-2020)

- Which Employee should be referred for a FFD evaluation?
 1. Employee reports Close contact COVID-19 risks
 2. Employee reports fever or other COVID-19 like symptoms
 3. Employee reports any other risks of COVID-19
 4. Employee diagnosed with COVID-19

- 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 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 with a credit card. At the same time please set up an account through the “New Account Tab” at www.primeoccmed.com.
 4. Prime case intake nurse will ask for the potential COVID-19 concerns, identifications of the exposed employee(s) such as name, DOB, other ID, a reliable contact information, and any other relevant administrative information.
 5. The medical data will be forwarded to a trained Prime COVID-19 FFD medical provider, who will contact the employee to conduct a telemedicine medical evaluation.
 6. Once the telemedicine evaluation has been completed, the provider will offer clinical recommendations.
 - a. **Significant symptoms**: call 911 for emergency care
 - b. **Moderate symptoms**: refer to an appropriate treatment facility
 - c. **Mild symptoms**: recommend home self-isolation, with self-isolation guidelines
 - d. **Possible symptoms or risk**: refer to a Prime or other appropriate clinic for possible COVID-19 testing
 - e. **Unrelated symptoms**: refer the employee to the personal medical provider for possible non-COVID-19 medical issue
 - f. **Exposure to COVID-19**: recommend a quarantine plan based on CDC guidelines taking into account significance of exposure, employee job duties, and employee personal medical risk.