

MANDATED DAILY SCREENING FOR COVID-19 CAN BE AS EASY AS 1-2-3

Human Resources professionals are faced with many varied challenges, but perhaps none as daunting as those now posed by COVID-19. As the country continues to forge ahead with phased reopening, the need for workplace safety and compliance has never been greater. Screening questionnaires are a key line of defense as recommended, and in some cases mandated, by state health officials. The challenge for most companies and their HR leaders is how they can practically and effectively implement and enforce these screening procedures.

State Governors and public health officials across the country have implemented strict measures to help prevent the spread of COVID-19, and some jurisdictions are requiring employers to screen their employees before entering the workplace. These health screening methods include temperature checks and questionnaires for employees to report on any COVID-19-consistent symptoms.

While some employers – and employees – may be relieved to be returning to work, (of course, many are not yet) meeting the mandates can seem overwhelming. In New York, for example, the state where the virus was perhaps most merciless of all, firms are mandated to implement daily employee and visitor health screening. This includes:

- » Completing a questionnaire to determine if the individual has tested positive for, exhibited symptoms of, or been in contact with someone infected with COVID-19 in the preceding 14 days
- » Maintaining a log of every person who may have had close contact with any other individual entering a work area (should someone be suspected of carrying the virus) and notifying the local and state health departments of this information should a suspected case arise
- » Sharing information with authorities on employees and visitors entering the workplace dating back 48 hours before an employee experienced COVID-19 symptom or tested positive.

These are uncharted waters for most businesses, as requirements such as these are unprecedented. The good news is that Kastle Systems can help companies execute these procedures with KastlePresence®, their smartphone-based, “touchless” access control system.

As the largest managed security services provider to commercial businesses, Kastle has developed a comprehensive plan for office administrators to play a significant role in screening, touchless user experience, social distancing and contact tracing. The integrated approach will safeguard the health and safety of workers. Called **KastleSafeSpaces**, this new system uses access control technology and integrates virus-screening, touchless access with **KastlePresence**, and contact tracing processes to enable a safe return to the office.

Of particular importance to companies looking to implement mandated health screening procedures are the Screen In / Screen Out capabilities that KastleSafeSpaces provides. It facilitates daily screenings of employees and vendors and is fully integrated with the security access control system to lock out people presenting with symptoms or known to be infected.

To simplify the screening process, Kastle has developed an integrated set of functions that enables **1)** remote self-screening with detailed criteria, **2)** automated occupant/employees record keeping of daily test results, and **3)** physical access control maintained around the clock in order to enforce screening results each day for occupants.

1 | ENABLE REMOTE SELF-SCREENINGS

Employees complete a screening questionnaire via the KastlePresence smartphone-based mobile app before reporting for work. The health assessment screening questions (or statements which must be confirmed) are customizable for each client, depending on the protocols for their organization or jurisdiction.

If the employee confirms that he/she meets the requirements presented by the app, they are informed they can proceed to enter the workplace. If not, they are

instructed that they may not enter that day. An ongoing record is maintained each day showing the organization is adhering to protocols for each respondent.

In the case of scheduled workplace visitors, they are automatically sent the screening questionnaire via email before arrival on the day of scheduled visit and, if they respond attesting that they are symptom-free, they are sent 2D-bar code via email which they may use to enter the workplace. If not, they have no access.

2 | INTEGRATE WITH SYSTEM OF OCCUPANT RECORD

Kastle's **access control** can sync with an organization's authoritative source for occupant or employee records, such as an HRIS database, so that physical access rights are tied directly to the user identity. This capability enables the organization to automatically record daily screening results gathered from the app questionnaire for each individual every day. This data is limited to only record screening status for each day -- it does not include any underlying employee

health records that might cause privacy concerns.

This greatly simplifies compliance with state and local record keeping requirements and the enforcement of corporate policies. Access rights are granted or revoked based on the employee's health condition and this data is tied to the occupant's history record. Compliance verification is as easy as running a report.

3 | ACCESS CONTROL: ENFORCE HEALTH SCREENING

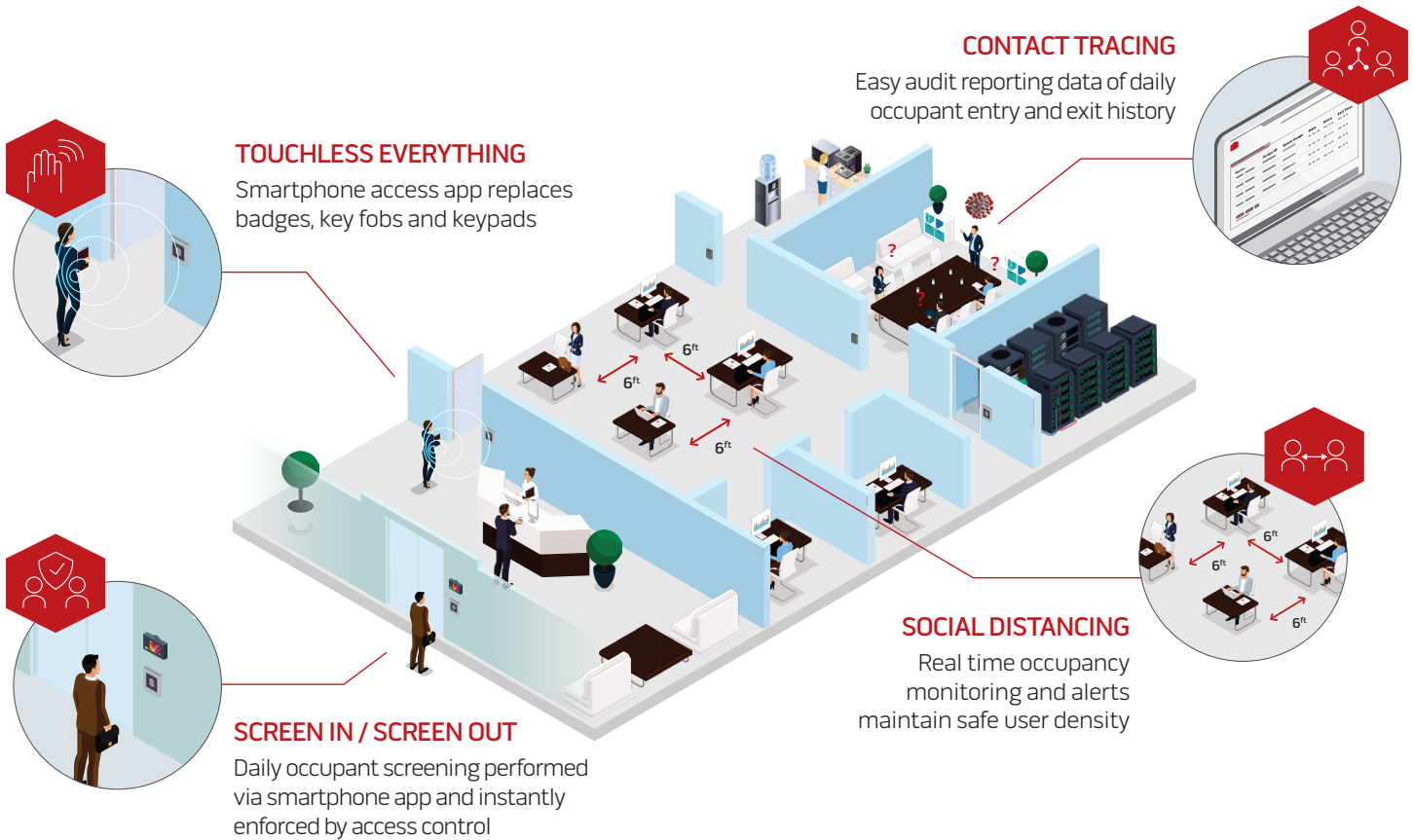
Kastle's smartphone-based access control system, KastlePresence, is ideal for limiting the entry of contagion into a workplace not only because it administers the daily questionnaire as already mentioned, but it delivers the technology to automatically enforce health screening results by denying access to users who have not met the conditions set forth each day. It deactivates access rights at the end of each workday and does not reestablish them until an individual has passed the screening criteria again the next day.

Since this is a smartphone-based system, it also enables touchless, hands-free access for users, as it sends a Bluetooth signal to trigger access at point of entry unlike keypads or key cards, reducing potential germ-sharing.

Additionally, the access control system records all data of an individual's presence on-premise. If operated around the clock (so that authorized access is required even during working hours) and used in tandem with entry and exit readers, it records the actual time of entry and exit for

every occupant every day, which is invaluable for contact tracing should any individual be confirmed as infected -- there is a running history of other individuals with whom they may have had contact in the days leading up to their diagnosis. This makes it easier for an organization or health department to identify and inform those potentially infected people to monitor their own health accordingly. It also provides the basis for any necessary daily compliance audits of user screening response vs. actual occupancy.

Finally, just to mention another potential safety measure available with the system, is the ability to use real time access data to tally how many people are in a space at any one point, enabling tracking of current occupancy to ensure that a space is never over-crowded to help maintain safe social distancing.



THE NEED FOR, AND LEGAL STATUS OF SCREENING

This integrated set of technologies based on mobile access control enables companies to more easily and efficiently adopt and enforce daily occupant screening required by state and local health protocols. But beyond mandates, it also provides workers the confidence and peace-of-mind that they need to productively return to work after a long period of worry and uncertainty.

For employers, however, these screening protocols have raised concerns not only about implementation challenges, but also about potential infringement of worker rights. To that end, as noted in another [SHRM article](#), screening has been deemed legal. Specifically, the Equal Employment Opportunity Commission (EEOC) updated its guidance on April 23rd on the Americans with Disabilities Act (ADA) and coronavirus, explaining that employers may screen employees for COVID-19. Any mandatory medical test must be job-related and consistent with business necessity, according to the EEOC.

ABOUT KASTLE SYSTEMS

Kastle Systems has combined decades of security experience, advanced technology and best practices involved with managing the novel coronavirus to develop **KastleSafeSpaces**, which lets workplaces re-open by making their spaces smarter and safer while maintaining a level of convenience that's enabled by technology. Kastle is a leader in the building security sector. Its technology is installed in more than 3600 buildings and 41,000 businesses across 47 states.

The entire Kastle Team – System Consultants, Customer Service, Security Operators, and Field Technicians – are ready to help you manage a safe and secure way back to this new kind of COVID-19 normal for the workplace.

For more information and support, please visit our website at www.kastle.com, or send an email to info@kastle.com.