COVID-19 JHS VENDOR/NON-EMPLOYED PERSONNEL NOTICE

Non-Employed Personnel Accessing Jackson Health System (JHS) Locations

Jackson Health System remains watchful and ready to deal with COVID-19, also known as 2019 novel coronavirus. JHS is following the CDC guidelines for healthcare facilities, as a result of the novel coronavirus outbreak, that are intended to help protect our patients, staff, and visitors. Please read the information below:

**Stay Informed** - The CDC and other infection control organizations are sharing COVID-19 information as new data is confirmed. Please monitor the CDC website (https://www.cdc.gov/coronavirus/2019-ncov/index.html) and your local health department (https://www.cdc.gov/coronavirus/2019-ncov/index.html) for the latest information.

**Managing Movement Within the Facility** - The CDC is encouraging all healthcare facilities to manage visitor access and movement within the facility. Everyone who enters any JHS facility is responsible in contributing to the health and well-being of patients, staff, patient families/visitors and others by helping to prevent and control infection.

Effective immediately, JHS is asking all vendors/non-employed personnel, including, but not limited to students, volunteers, etc., who work on-site or who visit any JHS facility on a regular basis to do the following:

1. Complete the COVID-19 JHS Vendor/Contractor/Student Attestation Form attached hereto reporting if the vendor/non-employed personnel has:
   - Traveled outside of the US within the past 14 days;
   - Contact with anyone who has traveled to/from an area infected with COVID-19 in the last 14 days;
   - Contact with a person either suspected or confirmed of having COVID-19;
   - Experienced any of the symptoms associated with COVID-19 such as mild to severe respiratory illness, shortness of breath, fever or cough in the last 14 days

2. Any vendor/non-employed personnel who meets **any** of the criteria below will not be allowed to work at any JHS facility.
   - Traveled to high-risk area based on CDC link below (regardless of symptoms or not).
   - Has a fever, shortness of breath or moderate to severe cough regardless of travel location.
   - Has knowingly been in direct contact with a person either suspected or confirmed of COVID-19.

3. It is the responsibility of contracted vendors to monitor and keep employee attestations on file. Documentation shall be provided to JHS upon request.

**Emergency Management** - JHS has policies and procedures in place to provide for the safety and security of patients, staff and visitors during an emergency event. Always follow JHS staff instructions.

**Continued Protection** - Please continue to help us protect our patients, staff and visitors by:
   - Washing your hands frequently
   - Practice good hygiene etiquette - cough/sneeze into a tissue then dispose
   - Avoid touching shared surfaces whenever possible
   - Postpone entry altogether if you are/have experienced symptoms of a contagious illness until you have been cleared by your healthcare provider

**Resources:**


**BY RECEIPT OF THIS NOTICE AND MAINTAINING CONTINUED PRESENCE ON JHS FACILITIES, VENDOR/NON-EMPLOYED PERSONNEL ACKNOWLEDGE ADHERENCE TO THE REQUIREMENTS OUTLINED HEREIN.**

**THIS NOTICE IS EFFECTIVE IMMEDIATELY AS OF MARCH 12, 2020.**