

Visitor Health Screening Questionnaire

The health and safety of our employees, customers, trainees, visitors and contractors remains the top priority of SpanSet Ltd. As the Coronavirus situation continues to evolve globally, we're asking you to complete this screening to help prevent the spread of or exposure to COVID-19. If you answer "yes" to questions 1 to 3, we respectfully request you reschedule your visit or request a virtual consultation. If you answer "no" to these questions and plan to proceed with your visit, please print this document and bring it with you.

Visitor Company / Organisation:	
Visitor Name:	
SpanSet Host:	
Planned date of visit:	

Question	Answer
Have you 1) been diagnosed, 2) been in contact with someone who has been diagnosed or 3) been in contact with someone who may have been exposed to COVID-19 within 14 days of your visit to SpanSet?	Yes/No
Have you experienced a 1) cough or 2) a shortness of breath or difficulty breathing within 14 days of your visit to SpanSet?	Yes/No
Have you experienced at least two of these symptoms – 1) fever, 2) chills, 3) repeated shaking with chills, 4) muscle pain, 5) sore throat or 6) new loss of taste and smell – within 14 days of your visit to SpanSet ?	Yes/No

If you answered "Yes" please defer your visit. If you answer "no", please proceed. Thank you.

NOTE: When on site, please adhere to our on-site standard processes/procedures regarding infection control, i.e. social distancing, hand washing/hand sanitising and general coughing/sneezing etiquette

- **Wash your hands for 20 seconds on arrival and departure and at regular intervals during your visit**
- **Where possible, carry and use hand sanitiser**
- **Avoid all types of physical contact**
- **Maintain the 2-metre social distancing GUIDELINE**
- **Ensure you are wearing the appropriate PPE**

Upon arrival, your Host will ask you to familiarise yourself with the Covid-19 information guidelines when you book in at reception.

All members of Staff at SpanSet will ensure that they adhere to GOVT NHS guidance on social distancing and that face to face contact is kept to a minimum of 2 metres at all times.

Note: If you plan to be onsite for consecutive days, please immediately advise your SpanSet host if any of your responses change.

Signature:

Date:

Access to SpanSet

Approved:

Denied:

The completed form will be kept for 3 months and then destroyed. No data will be transferred or input onto other systems or to third parties. With his/her signature the respondent agrees to the collection and storage of data.