Healthy Roster/ Safer Play Instructions:

- 1. Be sure to add <u>no-reply@healthyroster.com</u> to your contacts/address book
 - a. May need to check Junk folder
- 2. Will receive email in the morning inviting you to complete the survey
 - a. Double check the date. Surveys are to be completed the day sent. In other words, if today is 1/2/21, and you missed a survey from 1/1/21, be sure to complete the current survey for that day (1/2/21)
- 3. Scroll to "complete survey" button and click

Complete Survey

- 4. A new webpage will pop-up (with your name already filled in at the top)
- 5. Complete: 2 Yes/No questions and check as many symptoms you have been experiencing over the past 14 days

Mackenzie Klof	
In the past two w	reeks have you had contact with someone diagnosed with COVID-19? *
⊖ YES	
NO	
YESNO	
Please choos	e any of the following that you have experienced in the past 2-14 days:
Cough	
Shortness o	of breath or difficulty breathing
Ever	
Chills	
0	
☐ Fatigue	
 Fatigue Muscle or b 	ody aches
 Fatigue Muscle or b Headache 	ody aches

6. Click "submit" when finished.

Submit

7. You can close your web browser once you see this page



HR HEALTHY ROSTER

Thank you for completing the survey.

- 8. You will receive an email indicating you have completed the survey
- 9. You will receive an additional email stating whether you are cleared to participate in FRC activities
 - a. If you have been cleared to participate, you will receive this email:



- b. If you are NOT cleared to participate, you will receive this email:
 - i. You need to contact 530-283-5640 or 530-283-0650 to schedule an appointment.
 - ii. You CANNOT come to campus until you are cleared

Survey Response											
N	noreply@healthyroster. Fri 1/15/2021 10:16 AM To: Mackenzie Kloft	com		☆	凸	5		\rightarrow			
	HR										
	Please stay home and contact 530-283-5640 or 530-283-0650 for further evaluation, or contact your primary healthcare provider. Thank you!										
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