



DEPARTMENT NOTICE

20-054

4/1/20

Guidance for Conducting Voluntary Self-Health Screenings and the Use of Digital No Contact Thermometers for Temperature Checks

As essential personnel, San Francisco Police Department members are expected to continue to report to work. It is important that all members who are reporting to their worksites are free from symptoms to prevent the further spread of COVID-19. Members are encouraged to self-monitor for any symptoms and should continue to engage in regular hand-washing, cover all coughs and sneezes, and regularly clean their work areas. It is imperative that members who are sick remain at home.

The Department will be providing worksites with digital no contact thermometers as an additional means for members to conduct a voluntary self-health screening. Members are reminded to conduct voluntary self-health screenings during line-ups, meetings and at the end of their shifts.

The distribution of digital no contact thermometers to worksites is for members to conduct a temperature check as a voluntary self-screening tool.

Members handling the digital no contact thermometer should use a paper towel or fresh pair of nitrile gloves.

- If the reading is between 97.5 and 99.0 degrees, one reading is sufficient.
- If the reading is outside that range, a second reading should be conducted.
- If the second reading is between 97 and 100 degrees and within 0.3 degrees of the first reading, the reading should be accepted.
- If the second reading is more than 0.3 degrees different from the first reading, a third reading should be taken.
- To avoid a false reading, members should rest for a few minutes after physical exercise or a change in outside temperature before a temperature check.
- Any digital no contact thermometer part that touches skin should be cleaned with disinfectant wipes.

Questions for Self Check Prior to Tour of Duty:

- Fever with or without chills (38 C/100.4 degrees F)?
 - Verify with digital no contact thermometer
- Persistent sneezing or runny nose?
- Prolonged sore throat?
- Productive or uncontrolled cough OR a cough lasting more than 24 hours?
- Influenza or COVID-19-like illness (fever and cough, shortness of breath, or sore throat)?
- or sore throat)?

- Diarrhea associated with an acute illness?
- Unusual fatigue, body aches and pains?
- If “yes” to any question, contact your immediate supervisor

Questions for Self Check at the End of Shift:

- Fever with or without chills (38 C/100.4 degrees F)?
 - Verify with digital no contact digital thermometer
- Shortness of breath?
- Unusual fatigue, body aches and pains?
- Have you been in contact with a person who is infected with or under investigation for exposure to Coronavirus?
- If “yes” to any question, contact your immediate supervisor

Please review and refer to the Covid-19 exposure information and procedures outlined in DN 20-050. Any Department member may call the dedicated **CCSF First Responder Team at (866) [REDACTED]** to discuss their concerns and file a report of any workplace exposure or illness.

Although voluntary, members should participate in voluntary self-health and temperature screening to protect their co-workers, families and themselves.

Commanding Officers can arrange the pickup of digital no contact thermometers at the DOC at 17th and Deharo Street. Digital no contact thermometers should be accessible in a centralized location within each unit.


WILLIAM SCOTT
Chief of Police

Per DB 19-156, both sworn and non-sworn members are required to electronically acknowledge receipt and review of this Department Notice in HRMS. Any questions regarding this policy should be made to sfpd.writtendirectives@sfgov.org who will provide additional guidance about the directive.