



COVID-19 Screening Checklist

For Staff Only

The Commission is committed to the health and safety of its employees and stakeholders. The following questions will be asked of all individuals entering a Virginia Workers' Compensation Commission hearing location.

A face mask and gloves are required while participating in a hearing at all VWC courtrooms.

YES NO

- Does the individual have their own protective face mask and gloves today?
If not, has the individual been given a Commission-issued face mask and/or gloves?
Did the individual reject the Commission-issued face mask or gloves?

Has the individual done any of the following within the previous 14 days:

YES NO

- traveled internationally;
been directed to quarantine, isolate, or self-monitor;
been diagnosed with, or have had contact with anyone who has been diagnosed with, COVID-19;
experienced a fever, cough, or shortness of breath; or
resided with or been in close contact with any person in the above-mentioned categories.

If any of the above has been checked "YES", the court and security personnel shall direct such individuals to contact the Customer Contact Center at 1-877-664-2566. The contact center specialist will direct the call to the appropriate judicial office to receive further instruction regarding alternate arrangements for court access.

Name of Individual Seeking Access (please print)

Access Determination: Approved Denied

Name of Courtroom Location (please print)

Name of Deputy Commissioner (please print)

Name of staff completing form (please print) Date Time