UC ANR Visitor Clearance Survey

Background

In compliance with UC Symptom Screening Task Force Recommendations, each campus and UC ANR locations must implement symptom screening for anyone entering University-owned or -operated facilities. The Task Force recommends that the screening should use established criteria for determining clearance or denial of access to the UC facilities and should include a uniformly administered strategy for screening all campus populations, including students, faculty, staff, and visitors. Arrangements must be made to require the same or substantively equivalent screening not only of students, faculty, and staff but also guests, contractors, vendors, and members of the public who are permitted access to those facilities.

UC ANR has been using a web-based daily symptom screening survey for employees who are working onsite or engaged in in-person field work, research, or extension activities. An offline or paper version of the survey is also available for volunteers or employees who cannot access the online survey. Beginning August 3, visitors to UC ANR facilities must also complete a symptom screening survey prior to entry to a UC ANR office or facility. Only visitors who receive a "Cleared to Enter" result will be allowed access. Additional instructions are provided below.

Instructions

The UC ANR Visitor Clearance Survey is a streamlined version of the employee survey and lists the same symptoms and asks questions about the same potential COVID-19 exposures as the employee survey. The survey is formatted so that a "Yes" answer to any symptom or exposure question disqualifies the user from entry to the UC ANR location or activity, due to the potential that they are exhibiting recognized COVID-19 symptoms or they may have been directly exposed to someone who has COVID-19.

UC ANR locations can accept a clearance result from a UC campus survey taken on the day of their visit – the researcher or staff can show or forward their survey confirmation upon entry to the UC ANR facility. If a county office has its own screening for COVID-19 (including temperature screening and/or symptom surveys), that screening will be considered satisfactory for visitor entry to UC ANR facilities. Similarly, if contractors or vendors have their own screening process and can demonstrate that the employees visiting the UC ANR site have passed that screening on that particular day, those results will be acceptable and the contractor/vendor employees will not need to repeat the UC ANR Visitor Clearance Survey.

If a visitor refuses to take the Visitor Clearance Survey, or if they do not pass the Visitor Clearance Survey, (they receive a "Stay Home" result), they will not be allowed to enter the UC ANR facility. The visitor can be provided the "Stay Home Response" page, which contains links to CDC and local information about monitoring symptoms, testing, etc.

Visitors who are denied entry should be provided information about other ways to interact with UC ANR remotely, such as information available on websites, scheduling a phone consultation, or video meetings, etc.

The UC ANR Visitor Clearance Survey should be used for in-person interactions occurring on facilities or spaces that UC ANR operates or has control over. This could include indoor and outdoor spaces, such as offices, labs, meeting rooms, research and extension centers, gardens, etc.

In the case of shared spaces, such as UCCE offices that share a lobby or other spaces with other County departments, the Visitor Clearance Survey should be used for those visitors who come to the UC ANR space.

UC ANR personnel should not record or retain the responses of any person's Visitor Clearance Work Survey. Only keep a record of the final survey result, i.e.: "Cleared to Enter," or "Stay Home." Use the Daily Attendance and Visitor Log (or similar format) to record survey clearance status. Visitor logs and symptom survey results should be retained for 15 days, then discarded.