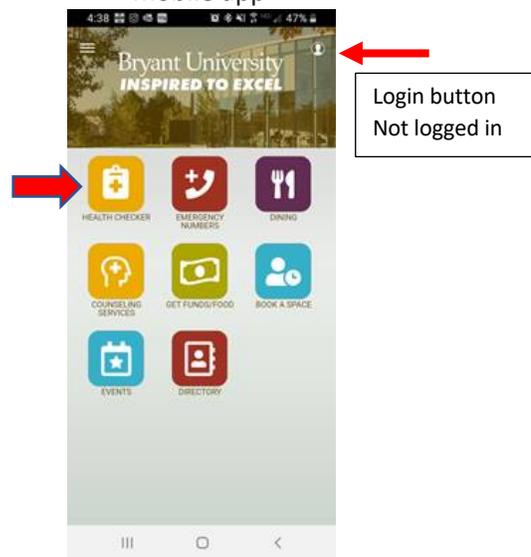


Bryant University

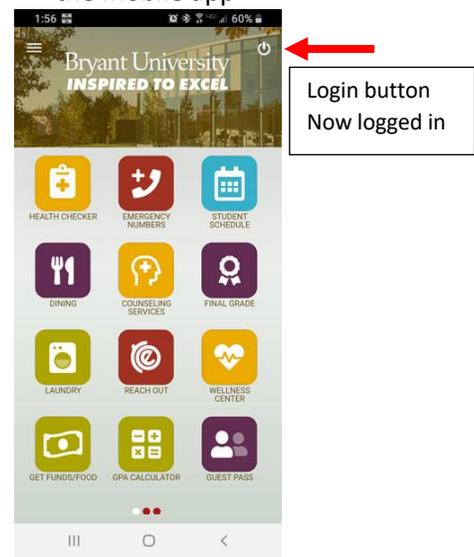
Health Checker User Guide

1. All Bryant University individuals are asked to perform a daily health attestation. Bryant University has tried to make this easy and convenient for all Bryant University Faculty, Staff, and Students.
2. The Health Checker applet is available within the Bryant Mobile App.
 - a. The Bryant Mobile App can be downloaded from the Google Play Store or Apple App Store – search for “Bryant Mobile App”
3. Everyone should be doing this daily health attestation at home before they leave for work or in their resident hall rooms before they leave their resident hall for the first time for the day.
4. Open the Bryant Mobile App to get to the main screen.

This is what you see when **NOT** logged into the mobile app



This is what you see when you **ARE** logged into the mobile app



5. The Health Checker applet is located first in the list of applets.
 - a. If you log into the mobile app first, then you will not need to enter in your name and email address in the Health Checker screen.
 - i. To login click the small icon located in the upper right of the screen.
 - ii. Enter your normal Bryant credentials
 - iii. You will see more applets on the screen when you are logged in
 - iv. The app will keep you logged in even after you close the app so you only need to do it once

6. Click on the Health Checker applet and you will see the following:

This is the top section of the Health Checker screen. If you logged in, the **First Name**, **Last Name** and **Email** will be populated for you. Otherwise you will need to type this information in yourself, it is required. You may also enter in your phone number, in case you need to be reached, but it is optional.

The screenshot shows the top section of the Bryant University Health Checker form. It features the university's logo and name at the top. Below this are four input fields: 'First Name' (populated with 'Christine'), 'Last Name' (populated with 'Bigwood'), 'Email' (populated with 'cbigwood@bryant.edu'), and a field for 'Enter your phone number(optional)'. A dark purple banner with white text asks, 'Have you had any of following in the last 48 hours?'. Below the banner is a 'SYMPTOMS:' section with two buttons: 'BODY ACHES (new or not expected)' and 'CHILLS'.

This is how the buttons change if you click on any of the symptoms/risk factors. All buttons should remain white (not selected) unless you are truly reporting you are not feeling well.

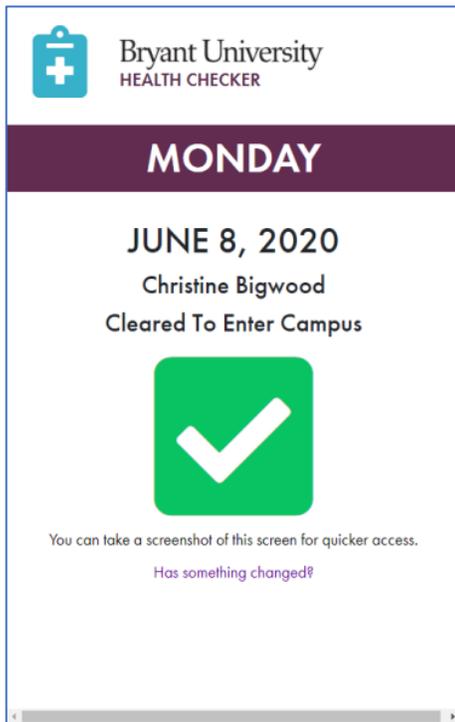
The screenshot shows the 'SYMPTOMS:' section of the form. The buttons are: 'BODY ACHES (new or not expected)', 'CHILLS', 'DIARRHEA', 'FATIGUE (not chronic or normal for you)', 'FEVER (or feeling feverish)', 'HEADACHE (not chronic or normal for you)', and 'NAUSEA OR VOMITING'. The 'CHILLS' button is highlighted in a light brown color, indicating it has been selected.

This is the bottom portion of the screen. You are **required** to check the box to **CONFIRM** that you have **NO** symptoms or risk factors. (If you select a symptom or risk factor, you do not check the box) **Enter your initials** to certify you are reporting accurate information at the time of submission. Click the **Send Health Form** button.

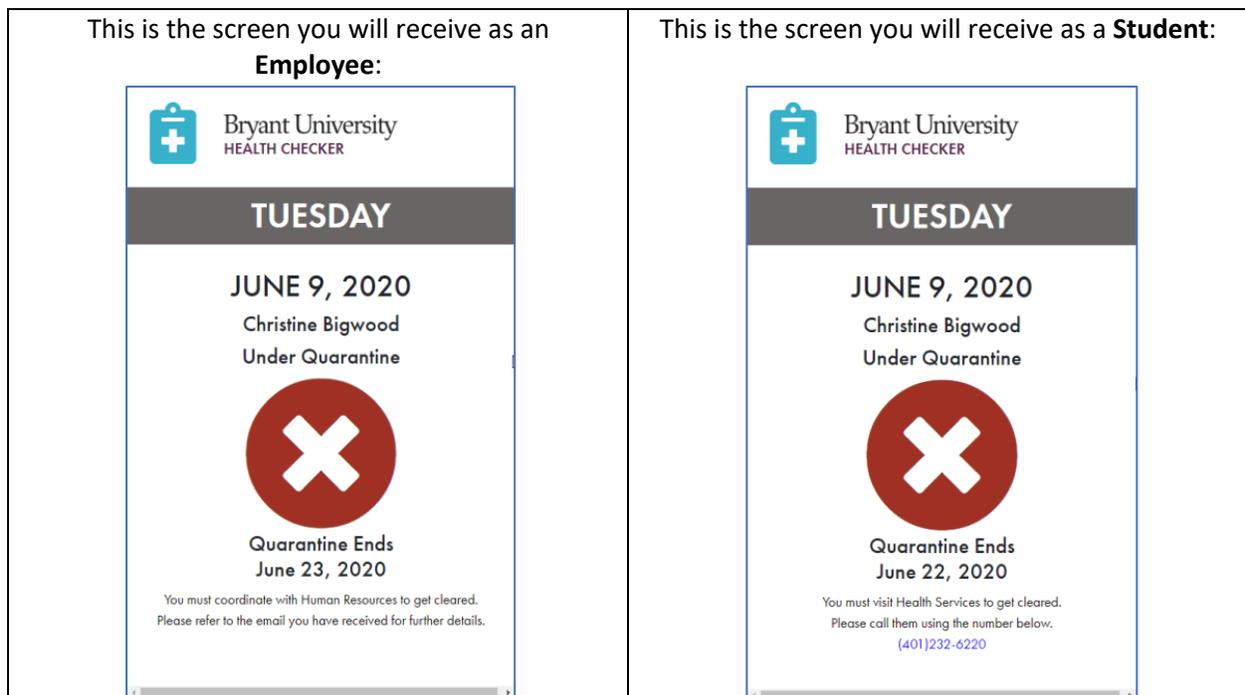
The screenshot shows the bottom section of the form. It features a dark purple banner with white text that reads, 'I attest that I have had none of the above symptoms or risk factors'. Below this is a 'CONFIRM' button with an unchecked checkbox. Underneath is a text prompt, 'Please add your initials below then send form.', followed by a small white input box for initials. At the bottom is a large blue button labeled 'SEND HEALTH FORM'.

7. After submitting the form, if you did not click any of the symptoms/risk factors, you will receive a green check Health Pass.
- To bring up your pass quickly, you can either take a screenshot on your phone, open the app and click on the Health Checker applet and it will bring up the pass, or you will also receive an email that contains

a link to this pass



8. You will **stop and show this pass** at the Entry Control Station when you drive onto campus. If you also go to other locations on campus, you may be asked to show this pass as well.
9. You will need to do this every day, the pass expires at 3:00 AM the following day.
10. If you start the day feeling fine, but start to exhibit symptoms, you can click the “Has something changed?” link on the pass to bring up your good pass and then you can select the symptoms you are experiencing and submit the form. Employees are then to inform their supervisor and HR that they are leaving campus. Students are to contact Health Services.
11. If you click any symptoms/risk factors, you will be placed in Quarantine/Isolation.



12. If you happen to submit the form by accident with a symptom/risk factor selected, but you DO NOT have any of these reported symptoms/risk factors, employees contact Human Resources (students contact Health Services) to confirm this mistake with them and they can then delete your entry so you can go back in and get a Good pass with the Green Check.
13. Employees in quarantine will be contacted by Human Resources within 24hrs and then will coordinate with Human Resources what the next steps will be. Students will need to coordinate with Health Services as to their next steps.