

# COMPLIANCE BULLETIN

## HIGHLIGHTS

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- The Ontario government is requiring mandatory COVID-19 symptom screening in nearly all Ontario workplaces.
- The Ministry of Health provided a screening tool to use on workers and essential visitors upon entering the workplace.
- Employees and essential visitors must be screened before entering the workplace each day.
- Individuals who do not pass the screening should not be allowed into the workplace.

## Ontario's New COVID-19 Screening Requirements for the Workplace

### OVERVIEW

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#### Mandatory COVID-19 Screening in the Workplace

The Ontario government recently amended [Ontario Regulation 364/20, Rules for Areas in Stage 3](#) in response to the rise of COVID-19 cases. As a result, organizations in Ontario must now follow advice, recommendations and instructions issued by the Ministry of Health on screening for COVID-19.

The Ministry of Health recommends the use of the [COVID-19 Screening Tool for Workplaces \(Businesses and Organizations\)](#). The screening tool includes questions to determine whether an individual has symptoms of COVID-19, has recently travelled outside of the country or has been in close contact with someone who may have COVID-19.

### ACTION STEPS

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#### Who to Screen

Organizations must screen all employees and essential visitors (e.g., couriers and maintenance workers). Screening must be conducted before or immediately upon arrival at the workplace each day. Customers and first responders do not need to be screened.

Additionally, the screening regulations do not apply to certain settings where existing screening is already in place (e.g., health care).

## How to Screen

Organizations must ask the questions provided on [the screening tool](#). Organizations may ask further questions to meet any additional needs of the workplace. An individual passes the screening when they answer “no” to all the questions (indicating that they are less likely to have COVID-19). If an individual answers “yes” to any question, they must not be allowed into the workplace.

## How Long to Keep Records

There are currently no requirements for how long organizations must keep screening records. However, it may be beneficial to keep records for 30 days for contact tracing purposes.

Contact us today for more information.

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This Compliance Bulletin is not intended to be exhaustive nor should any discussion or opinions be construed as legal advice. Readers should contact legal counsel for legal advice.