

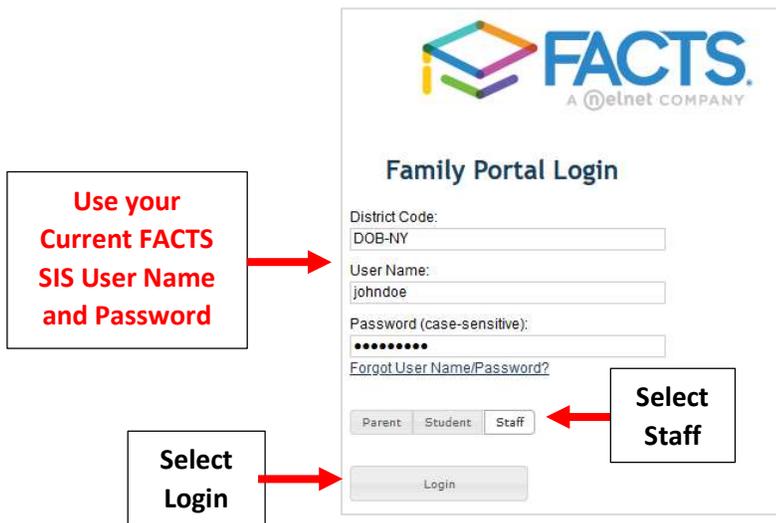
Completing Staff Health Screening Form on the Family Portal

****To access your Staff Health Screening Form you need to go through a Parent Portal Account which is separate from your FACTS SIS Login.**

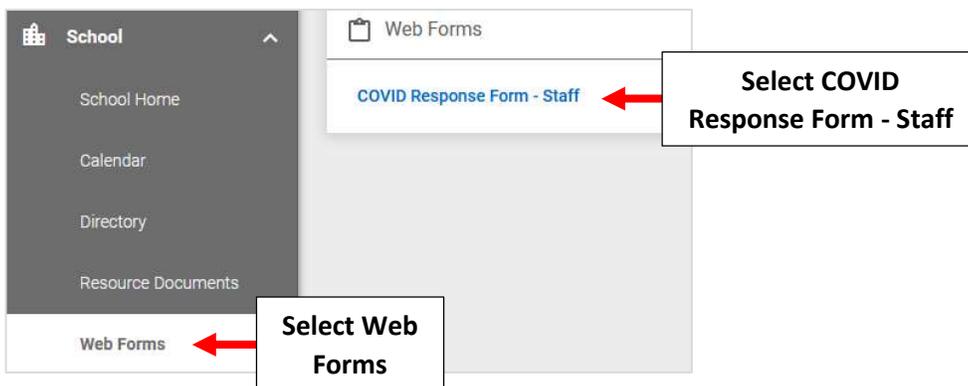
Please open an internet browser and go to <https://factsmgt.com> and select **Parent Log in**, then select **FACTS Family Portal**



Type School's District Code ***Use your Current FACTS SIS User Name and Password*** Select **Staff and Login**



Select **Web Forms** then **COVID Response Form - Staff**



Complete Form and Select **Save to Submit**

Select Save to Submit



ALL FIELDS ARE REQUIRED

| | |
|----------------------------|------------|
| Date | 09/07/2021 |
| Staff Member | John Doe |
| Staff Member's Temperature | 98.7 |

Have you had a fever above 100.3 in the last 24 hours? Yes No

Are you exhibiting any of these symptoms?
Fever, chills, shortness of breath, difficulty breathing, worsening cough, sore throat, nausea, vomiting, headache or loss of taste or smell Yes No

Is anyone in your household experiencing any of these symptoms?
Fever, chills, shortness of breath, difficulty breathing, worsening cough, sore throat, nausea, vomiting, headache or loss of taste or smell Yes No

Have you been in close contact in the last 14 days with someone diagnosed with COVID-19? Yes No

Select **Save** when complete



Complete Form