



COVID-19

During these unprecedented times, Bentley Staffing has implemented new mandatory protocols for screening our candidates for the COVID-19 virus, as identified by the Public Health Agency of Canada. Our mandatory candidate screening form is now part of our initial contact when connecting with any candidate. Completed forms are saved in the candidate's employee file.

We will not place candidates who have been identified as at-risk following our vetting procedures. We will be thoroughly screening candidates based on their travel history and signs of illness. We are screening for factors including:

- Have you received public health or medical advice to self-monitor or self-isolate?
- Are you presenting with fever, or new onset of cough or difficulty breathing?
- Have you travelled outside of Canada in the past 14 days?
- Did you have close contact with a confirmed or probable case of COVID-19?
- Did you have close contact with anyone with acute respiratory illness who has travelled outside of Canada in the past 14 days?

Employees are expected to follow Public Health Agency of Canada guidelines to prevent the spread of COVID-19.

In addition to receiving information on the preventative measures to take to prevent the spread of the virus, all of our temporary employees have been told to contact Bentley Staffing prior to going to work if they:

- Are currently experiencing any symptoms of illness, including shortness of breath, cough or fever
- Have tested positive for COVID-19
- Have been in close contact in the last 14 days with a person who has tested positive for COVID-19
- Have returned in the last 14 days from an international location
- Live with someone or have had close contact with someone who has returned from international travel in the last 14 days.

For additional information on current best practices we are following, please refer to these organizations:

PHAC: <https://www.canada.ca/en/public-health.html>

CCOHS: <https://www.ccohs.ca/oshanswers/diseases/coronavirus.html>

Ontario Government: <https://covid-19.ontario.ca/>

Haliburton, Kawartha & Pine Ridge District Health Unit: <https://www.hkpr.on.ca/>