

## COVID-19 FILM PRODUCTION PROTOCOLS

Humber College - Faculty of Media and Creative Arts

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### OVERVIEW:

The following guidelines are meant for any Faculty of Media & Creative Arts' students who are involved in film, television and media production as part of their regular academic activities in-studio or on location. In addition, students must adhere to faculty-wide procedures and [Humber College's Return to Campus Information](#).

These production protocols have been developed to adhere to Ontario Public Health guidelines as well as industry guidelines developed by the Commercial Production Association of Toronto (CPAT) and The Canadian Media Producers Association (CMPA). These are industry standards and practices that will ensure a safe and professional working environment.

Please Note: certain programs and technical areas like equipment booking and pick-up will have specific procedures in addition to those outlined.

**Should any of the following procedures not be adhered to, Humber will not hesitate to cancel your shoot and withdraw all permissions.** Additionally, failure to comply with these regulations may also result in academic penalties, including the film not being shown at Humber sanctioned screenings.

We as a community are responsible for keeping ourselves and those around us safe. Please read these protocols carefully and be considerate of your fellow team members. We're all in this together!

NOTE: The following link provides helpful how-to videos on practicing proper hand hygiene, and proper glove disposal, among other health and safety tips.

**THESE VIDEOS ARE MANDATORY FOR ALL STUDENTS TO VIEW BEFORE BEGINNING THEIR PRODUCTION.** Should a student fail to view the videos, they will not be allowed on set.

<https://humber.ca/campus-return/health-safety-video-resources>

### SIGNS AND SYMPTOMS OF COVID-19

The following symptoms have been taken directly from the Government of Ontario. Please visit <https://www.ontario.ca/page/covid-19-stop-spread> for further information.

#### MOST COMMON SYMPTOMS:

- Fever (feeling hot to the touch, a temperature of 37.8 degrees Celsius or higher)
- Chills
- Cough that's new or worsening (continuous, more than usual)
- Barking cough, making a whistling noise when breathing (croup)

- Shortness of breath (out of breath, unable to breathe deeply)
- Sore throat
- Difficulty swallowing
- Runny, stuffy or congested nose (not related to seasonal allergies or other known causes or conditions)
- Lost sense of taste or smell
- Pink eye (conjunctivitis)
- Headache that's unusual or long lasting
- Digestive issues (nausea/vomiting, diarrhea, stomach pain)
- Muscle aches
- Extreme tiredness that is unusual (fatigue, lack of energy)
- Falling down often
- For young children and infants: sluggishness or lack of appetite

#### SEVERE SYMPTOMS – CALL 911

- Severe difficulty breathing (struggling for each breath, can only speak in single words)
- Severe chest pain (constant tightness or crushing sensation)
- Feeling confused or unsure of where you are
- Losing consciousness

#### TIPS TO KEEP YOURSELF AND OTHERS HEALTHY

- Complete a Daily COVID-19 Self-Assessment such as the one located on Page 16
- Wash your hands often with soap and water or alcohol-based hand sanitizer
- Sneeze and cough into your sleeve
- Avoid touching your eyes, nose or mouth
- Avoid contact with people who are sick
- Stay home and self-isolate if you are sick
- When using a tissue, discard in a trash receptacle immediately and wash your hands
- Practice physical distancing, staying at least two meters (six feet) away from anyone you do not live with
- Use a mask or face covering to reduce the risk of transmission when physical distancing is challenging or not possible

## WHAT TO DO IF YOU BEGIN FEELING SYMPTOMS OF COVID-19

### Prior to Production:

Workplace parties who have been diagnosed with COVID-19, have symptoms, or are currently required to self-quarantine or isolate due to a quarantine order or direction from public health may not come to set, and must follow the information below on reporting. Notify your professor of your status IMMEDIATELY.

### During Production:

Workplace parties who begin to exhibit COVID-19 symptoms during shooting should notify their professor IMMEDIATELY and follow the reporting procedures below. The next steps for safe isolation will be arranged.

## REPORTING

Should you at any point feel unsafe or that protocols are not being followed, report it to your COVID-19 Compliance Officer (CCO). The CCO will report any concerns to your professor. **All reports will be kept confidential.** If you have, or think you may have COVID-19, please report it confidentially to [covidreporting@humber.ca](mailto:covidreporting@humber.ca).

## OVERALL RESPONSIBILITIES

We, Humber College, faculty and staff are responsible for:

- Developing health and safety guidelines for student film productions, including COVID-19 protocols.
- Providing resources for implementation of COVID-19 protocols (PPE supplies etc.).
- Providing sufficient instruction and oversight to ensure student work is carried out safely.
- Identifying health and safety roles, including a CCO for each production.

NOTE: Faculty and staff will determine which productions and activities can reasonably and safely be carried out within the resources available during the pandemic.

The “Employer” (such as the Producer) is responsible for:

- Planning and coordinating all aspects of the production.
- Conducting a risk assessment to identify and control hazards, including COVID-19 hazards.
- Working closely with the CCO to develop the specific protocols for the production.
- Delegating authority to the CCO to carry out identified tasks.

The COVID-19 Compliance Officer (CCO) is responsible for:

- Carrying out pre-production tasks (where possible).
- Gathering supplies (PPE, cleaning supplies, signs etc.).
- Setting up stations, as needed.
- Carrying out daily production tasks.
- Monitoring on set.
- Mandatory on all productions with over 5 or more participants.
- Supervising cast and crew self-testing on the first day of production.

Please see:

- [Provincial Antigen Screening Program information](#)
- [Considerations for antigen point-of-care testing \(PDF\)](#)
- [Provincial Testing Guidance \(PDF\)](#) and [training materials](#)
- [COVID-19 workplace safety plan](#) guidance

“Supervisors” or department heads are responsible for:

- Being role models for compliance (hand hygiene, wearing masks, maintaining physical distancing etc.).
- Implementing protocols within their areas of responsibility (cleaning and disinfecting equipment etc.).
- Enforcing compliance among the workers under their responsibility.

“Workers” or crew, actors etc. are responsible for:

- Compliance with protocols.
- Reporting hazards, illnesses and injuries.

## **SAFE SETS INTERNATIONAL**

All students are required to complete the Safe Sets International Level A certification and submit it to their professor for any production-related course. The certification can be done at <https://practicesafesets.co/certificate/>. As of Fall 2021, this is a mandatory requirement for all students in BFMP, FMTV and FMST.

## COVID COMPLIANCE OFFICERS AND CREW NUMBERS

Any projects with crews consisting of over 5 **participants** must have a COVID COMPLIANCE OFFICER (CCO). This is a mandatory requirement to ensure the health and safety of all cast and crew.

For productions with fewer than 5 crew members, a student crew member must be appointed as the Covid Compliance Officer (CCO) on that show. This individual must have their "Level A" Safe Sets International Certification and sign an acknowledgement that they have read these protocols. The COVID Compliance Officer is responsible for signing cast and crew members, keeping confidential temperature checks in and reporting any infractions to the Professor/Executive Producer of the project.

In-class exercises/labs will be supervised by the Professor.

## VACCINE, GUIDELINES ON SET AND SCREENING PROTOCOLS

We recommend all Cast and Crew stay up to date on all their Covid-19 Vaccinations to help protect themselves and their cast and crew.

Whether ON-CAMPUS or OFF-CAMPUS all cast and crew must also complete a daily COVID screening. This can be completed on the attached agreement and questionnaire.

**All ACTRA performers must have a negative rapid-test, which is valid for 72 hours. Tests can be taken prior to filming or by the on-set CCO. ACTRA also requires proof of performers' negative rapid tests to be added to the DPRs. Screen shots or written confirmation by the CCO is acceptable.**

We have access to rapid tests to test all crew and cast members at the beginning of the production.

Anyone who is sick or has any COVID-19 like symptoms outlined in the public health guidelines will not be permitted on set and must stay home. If you have any illness symptoms (cold, flu, other non-COVID-19 illnesses) you must contact your professor and stay home. Accommodations will be made for you.

If any crew member is showing symptoms of COVID-19 during production, let your professor know immediately. Upon receiving a negative test result, the crew member can return to set after being symptom free for 24 hours.

In the case that an actor has to leave set because of COVID symptoms, and production cannot continue, please notify your Professor/EP. You will be accommodated. Safety is the top priority.

Upon arrival to set ALL cast and crew will be re-screened at the beginning of each shoot day. Screenings will take place at a designated screening site by the designated COVID-19 Compliance Officer, prior to being permitted onto to set. The screening will include:

- Mandatory and confidential temperature checks.
- Screening questions.
- Sanitization of hands
- Distribution of masks

On productions with 5+ participants, the COVID-19 Compliance Officer will maintain a cast and crew sign-in/out sheet each day with acknowledgement of receipt of these guidelines. Wherever possible, no one should be leaving set during the day. This form, along with a temperature tracking chart can be found on the Production Hub site ([FMCAproductionhub.ca](http://FMCAproductionhub.ca)), or can be provided to you by emailing [production@humber.ca](mailto:production@humber.ca)

**All temperature tracking must be treated as confidential information.** Only the COVID-19 Compliance Officer and/or the supervising faculty/staff member should be keeping a record of this information.

COVID-19 safety guidelines should be included at the top of the call sheet each day and clearly posted on set. These include but are not limited to mandatory face coverings, frequent hand washing protocols, and physical distancing reminders.

For larger productions, Humber will supply you with hand sanitizers, masks, and an infra-red thermometer (bookable from the Equipment Distribution Centre). Masks are for personal use only and are not to be shared.

Everyone must wear **PPE (face masks) on set at all times.** When necessary, actors may remove masks to perform scenes but must maintain proper physical distancing of at least six feet from any other individual when doing so (except scene partners when only absolutely necessary). Face shields will be provided in order to keep the actors protected. Crew members such as Sound recordists and hair and makeup artists will be required to wear face shields in addition to their masks when working within close proximity of actors due to the nature of these positions. Cast and Crew may remove masks when eating and drinking in designated areas, only when at least six feet away from others. Where possible, eat outdoors or in well-ventilated areas.

**Physical distancing** should be practiced where possible. Do not congregate between takes or gather around the monitor. Only those who require the monitor for their job (Script Supervisor, DP, etc.) should be near a monitor. We will make every effort to ensure there are enough monitors on set so that these positions have their own monitor.

**Minimize all inter-departmental contact.** Meaning, the art department should only be around the art department. Grips should only be around grips, etc. If working in small spaces, departments should be sent in one-by-one to set up. For example, the art department enters a room, sets up, then grips.

## TRANSPORTATION

**Wherever possible, crew are to be responsible for ensuring their own transportation** to and from set. This should be kept in mind when choosing a location. However, if the location is not accessible through transit or Uber the production would be approved to rent a passenger van for shuttling. Carpooling is permitted; however, **MASKS MUST BE WORN AT ALL TIMES** and weather permitting windows should be rolled down to optimize airflow. **ABSOLUTELY NO EATING OR DRINKING IS PERMITTED IN SHARED TRANSPORTATION VEHICLES.**

These protocols must also be observed when traveling for any Humber-sanctioned film excursion including (but not limited to) location scouts, tech surveys, visiting suppliers, equipment pickups.

## PERSONAL EQUIPMENT

Any equipment that is deemed personal (example: eyepieces for camera, headphones for sound recordist/boom op/script supervisor) should be provided by the individual crew member so that they are not sharing with anyone else. This includes walkie-talkies and earpieces.

**A designated area for safe PPE disposal** must be available to all crew and cast in addition to sanitization stations.

Communal surfaces and items will be **sanitized regularly by the CCO.**

**Hands should be washed and/or sanitized regularly.** Particularly before and after interacting with cast, surfaces, items, or equipment; after coughing, sneezing, using a tissue; using the washroom; lunch breaks. Gloves can provide a false sense of security and can contaminate equipment more easily, so crew members are encouraged to sanitize instead of wearing gloves, unless specifically required (for example, in instances of food handling).

Spaces such as the equipment, break, holding, seating, and processing areas **will be positioned as to ensure that physical distancing** can be maintained at basecamp and on set.

## LOCATIONS

**All protocols are subject to immediate change as per developing Humber and provincial guidelines based on changing public health information.**

### Humber Property

Face masks are mandatory in all indoor spaces.

All students/guests **MUST** abide by the current Humber College FMCA Film Production Protocols document when filming on campus.

### Off Campus Inside Locations

Face masks are mandatory in all indoor spaces.

Entrances and exits should be clearly marked and shown to all crew members at the beginning of each day. Please be respectful and make sure to use the designated the entrances and exits.

### Outside Locations

Wherever possible, shoot outside rather than indoors. Masks are still mandatory outside on film shoots. Please be kind and considerate of your fellow team members and remember, even when outdoors physical distancing should still be practiced.

## **HEALTH & SAFETY MEETINGS**

At the beginning of each day the policies, protocols, and COVID-19 risks, should be reviewed with all cast and crew. The 1<sup>st</sup> Assistant Director should lead this meeting in addition to their other safety announcements. ***Keep this document on set at all times.*** Additional meetings may be required throughout the day to accommodate staggered start times.

Signage should be present on set to remind all workplace parties of safe set practices and protocols (ex. reminders of COVID-19 symptoms, hygiene practices, correct personal protective equipment use, food safety regulations, and physical distancing requirements).

All department heads will attend a **mandatory virtual COVID-19 production meeting before production** (led by your Producer and COVID-19 Compliance Officer) to ensure each department understands the procedures that are being implemented.

## **MEAL BREAKS & CATERING**

Meal breaks should be staggered to allow smaller groups to eat together to allow space. Example: everyone but the camera team goes to lunch from 1:00 - 1:25 while camera sets up for the next scene and sanitizes gear. Camera goes from 1:35 - 2:00 while other departments set up for new scenes. Allow time between meal breaks to ensure the eating area has been properly sanitized and is ready for the next group. Masks are not required when eating or drinking, so please ensure that all eating areas are thoroughly cleaned.

When possible, set up a lunch area outside. Eating spaces should be set up six feet apart, with no crew members facing each other. Meals should be provided by a third-party company to ensure individual portions and correct food handling protocols have been followed. Craft throughout the day should not be left in the open and must also be individually wrapped portions to ensure no cross contamination. Coffee stations must not be self-serve. When possible, please have cast and crew select their meals the day before to avoid long and time-consuming line-ups.



Having individual meal portions is MANDATORY. **Absolutely no buffet-style presentations.** Students can bring their own lunches from home or food can be ordered from a company that adheres to the CPAT food guidelines from the COVID-19 Health & Safety Guidelines.

Individually packaged drinks including bottled water should be labelled with the individual's name to avoid sharing drinks. Personal water-bottles will not be permitted unless labelled.

Food and drinks will be served by a designated crew member who must wear a mask and gloves at all times.

Individually wrapped cutlery and disposable plates must also be provided.

## **WORKING WITH ACTORS**

Cast will have to arrange their own transportation to and from set. The production may have to reimburse them for an uber/taxi, so budget for that.

Scenes involving large crowds may also need to be reworked. Students are strongly encouraged to avoid scenes that involve crowds or large numbers of background performers.

Actors can interact with each other at a distance of less than 6 feet, but blocking and rehearsals must be done with masks or face shields on. Masks or face shields must be worn between takes, and during coverage when performer is not on camera.

Any individual interacting with a performer at a distance of less than six feet must wear a mask AND a face shield. The individual must sanitize their hands thoroughly immediately before and after contact.

## **INTIMACY**

Scenes featuring actor intimacy (hugging, touching) should be kept to a minimum and may need to be reworked. Repetition of any take that involves physical touching will be limited as much as possible.

Performers must sanitize their hands immediately before and after each take paying special attention to instances where they are required to touch.

**Kissing between performers is not permitted at this time.**

## **PROPS HANDLING/FOOD**

The props master or a designated member of the Art Department is the only one (besides actors) permitted to handle props. They must sanitize their hands before touching any props.

All props must also be sanitized before scenes and in-between takes, with special care to props that are passed between actors.

The props master (or designate) is the only one permitted to handle food. They must use gloves to handle food. Gloves must be removed and disposed of properly.

Actors are not allowed to share food in a scene. All food needs to be reset between takes.

## **PRE-PRODUCTION MEETINGS AND PAPERWORK**

*Auditions and Table Reads:*

Auditions may be held in-person or virtually.

All actors should be asked a series of COVID-19 screening questions in all stages of the casting process. Questions should include:

- Are you experiencing any COVID-19 symptoms?
- Are you currently experiencing a temperature spike or bad cough?
- Have you travelled outside the province or country within the last 14 days?

DO NOT cast someone who answers yes to any of these.

You must inform all potential cast that they must follow these guidelines including testing at the beginning of production, wearing a mask at all times except when on camera, temperature checks, and proper hand sanitation.

## **EQUIPMENT CHECKOUT AND RETURN**

Wipes are available at the booking centre but please only use approved cleaners on equipment and if you feel the need to sanitize equipment consult with booking centre staff prior to cleaning any cameras or lenses.

Producers at Lakeshore must book their PPE through Vicky Kao at the equipment distribution centre.

## PROVIDED PPE & SAFETY GEAR

The following PPE/Safety gear will be supplied to your production for projects of 5 or more crew members. These items will be provided to you at the Equipment Distribution Centre for Lakeshore Campus, or by Kate Ellis and/or faculty at the North Campus.

- 1) Gloves (for food handling, including props food handling)
- 2) Masks
- 3) Face Shields for actors, sound recordists, and hair and make-up (limited quantity)
- 4) Sanitizers
- 5) Infra-red Thermometer (Located at the Booking Centre and to be included on your reservation)

**ALL PPE MUST BE REQUESTED 2 WEEKS IN ADVANCE OF THE SHOOT TO ENSURE PROMPT DELIVERY AND SUFFICIENT SUPPLY. NO EXCEPTIONS.**

## DEPARTMENT SPECIFIC INFORMATION

### **HAIR / MAKEUP / WARDROBE**

When possible, actors should bring their own costumes. Costumes should be stored individually in plastic garment bags. Additionally, clothing should be washed each night.

*SHOULD ACTORS BE UNABLE TO DO THEIR OWN HAIR/MAKEUP OR BRING THEIR OWN WARDROBE, THE FOLLOWING PROCEDURES MUST BE FOLLOWED:*

Processing times for performers will be staggered as to maintain a limit of no more than three individuals in the designated hair/makeup/wardrobe area at one time. Processing time at the top of the day will be limited to twenty minutes per performer.

Workstations will be disinfected between each use.

Hands must be washed for a minimum of twenty seconds and sanitized before and after interacting with each performer.

Masks and eyewear/face shields must be worn at all times while processing cast.

Eating and drinking is not permitted by anyone in the hair/makeup/wardrobe area while performers are being processed.

Disposable makeup applicators and/or designated brushes must be used. Supplies for each individual cast member must be stored in separately marked bags.

Hair can only be blown dry if the performer is in the space alone and the representative of the hair department is wearing a mask and a face shield. Blow-drying hair is strongly discouraged except for in extreme circumstances.

### **PRODUCTION OFFICE**

Ensure that workstations are set up at least six feet from one another.

All stationary supplies must only be touched by a designated crew member (ex. Producer, Production Manager).

The production office is only for personnel handling paperwork. Any other individuals will not be permitted to enter. Wherever possible, endeavor to keep all production paperwork as digital copies.

## **ACTORS HOLDING**

Whenever the camera is not recording, talent is required to put on a face mask or face shield.

If talent is not needed on set, they are to remain in a designated holding area maintaining proper physical distancing protocols. When possible, each cast member should have a separate room.

Provide the talent with access to sanitizer in their holding area. You may also provide them with a mask should they not bring their own.

Weather permitting, holding should be set up outside. Should that not be possible, windows **MUST** be kept open for ventilation.

***\*REMEMBER, ACTORS ARE THE MOST VULNERABLE PEOPLE ON SET BECAUSE THEY ARE UNMASKED WHEN ON CAMERA.***

## **CAMERA DEPARTMENT**

The camera department must also adhere to proper physical distancing measures of six feet, wherever possible.

Wherever possible, please use a wireless follow-focus system.

When lenses or batteries need to be swapped, only a designated crewmember may do so (usually the 2<sup>nd</sup> A.C.). During the swap, all other personnel must move six feet or more away from the camera to allow for the changeover.

## **GRIP & LIGHTING DEPARTMENT**

You are responsible for your own gear and only **YOU** may handle this gear. Equipment must be sanitized before being used by anyone else.

Be consistent and plan ahead, as to which crew member will oversee handling what pieces of equipment (ex. John Doe handles C-Stands and HMI Lights, Jane Doe handles Apple Boxes and Sandbags).

**ALL MEMBERS OF THE GRIP AND LIGHTING DEPARTMENT MUST PRACTICE PROPER PHYSICAL DISTANCING OF AT LEAST SIX FEET WHEREVER POSSIBLE.**

## **SOUND DEPARTMENT**

Boom mics should be used instead of lav mics wherever possible. If a lav is absolutely required, the sound team can instruct the actor on how to put the lav on from six feet away or can put the lav on the actor while wearing a mask and face shield. Lavs must NOT be shared between talent for the entirety of the shoot.

Where possible, label and designate each boom or lav mic to a single actor. However, this may not always be possible.

When booming, where possible, boom from above the actors rather than below. This will limit the potential of saliva contamination on your boom microphone.

Come prepared with your own headphones.

All members of the sound department should practice proper physical distancing of at least six feet at all times.

## **VIDEO VILLAGE**

Where possible, strive to have a remote video village. Video village must only be for essential personnel (ex. Continuity, Sound Recordist, Director). All members must remain six feet away from each other. Each member should have their own chair that is labeled to avoid contamination.

Having two separate monitors for viewing is ideal. Should this not be possible, keep the monitor either in at an accessible viewpoint where it can be seen from at least six feet away, or have personnel take turns shifting to view the monitor.

If other departments need to access the monitor (ie. props, art, hair, makeup, wardrobe), essential personnel can step out temporarily to let other crew take a quick look before filming commences.

All individuals designated to be in video village should practice proper physical distancing of at least six feet at all times.

## PROPER HAND HYGIENE PRACTICES

AS STATED PREVIOUSLY, THE VIDEOS PROVIDED IN THE FOLLOWING LINK ARE MANDATORY FOR ALL STUDENTS TO WATCH PRIOR TO THEIR PRODUCTIONS:

<https://humber.ca/campus-return/health-safety-video-resources>

The following is a step-by-step guide on hand hygiene practices; however, this DOES NOT take the place of watching the mandatory videos.

### **1) GLOVE REMOVAL (for food or prop food handling)**

*The following instructions have been provided by Public Health Ontario:*

**STEP ONE:** Remove gloves using a glove-to-glove/skin-to-skin technique. First, grasp the outside of one glove at the palm.

**STEP TWO:** Peel glove away from the palm toward the fingers, rolling the glove inside-out. Be careful not to touch your skin with your gloved hand. The contamination is now on the inside. Ball the glove up and hold in your other gloved hand.

**STEP THREE:** Carefully slide the un-gloved index finger inside the wrist band of the gloved hand. Try and avoid touching the outside of the glove because that is the contaminated region.

**STEP FOUR:** Gently pull outwards and down toward the fingers, removing the glove inside out.

**STEP FIVE:** Pull the glove down so that the first glove ends up inside the second glove and no part of the outside is exposed. Throw away both gloves in an appropriate container. Perform hand hygiene.

### **2) HAND HYGIENE**

*The following instructions have been provided by Public Health Ontario:*

Hand Washing Steps (wash your hands for at least 20 seconds):

**STEP ONE:** Wet hands with warm water.

**STEP TWO:** Apply soap.

**STEP THREE:** Lather soap and rub hands palm to palm.

**STEP FOUR:** Rub in between and around fingers.

**STEP FIVE:** Rub back of each hand with palm of other hand.

**STEP SIX:** Rub fingertips of each hand in opposite palm.

**STEP SEVEN:** Rub each thumb clasped in opposite hand.

**STEP EIGHT:** Rinse thoroughly under running water.

**STEP NINE:** Pat hands dry with paper towel.

**STEP TEN:** Turn off water using paper towel.

Hand Sanitizing Steps (rub your hands for at least 15-20 seconds):

**STEP ONE:** Apply 1 to 2 pumps of product to palms of dry hands.

**STEP TWO:** Rub hands together palm to palm.

**STEP THREE:** Rub in between and around fingers.

**STEP FOUR:** Rub back of each hand with palm of other hand.

**STEP FIVE:** Rub fingertips of each hand in opposite palm.

**STEP SIX:** Rub each thumb clasped in opposite hand.

**STEP SEVEN:** Rub hands until product is dry. DO NOT use paper towels.

## SAFETY RESOURCES

- Section 21: Film and Television Health and Safety Advisory Committee of the Ontario Ministry of Labour, Training and Skills Development - [Film and television industry health and safety during COVID-19](#)
- CPAT - [COVID-19 Health & Safety Guidelines, 5th Edition](#) (October 24)
- Free course on motion picture safety - <https://www.actsafe.ca/courses/motion-picture-safety-awareness/>
- Free Production Safety Certification - <https://practicesafesets.co/>



## DAILY COVID-19 HEALTH QUESTIONNAIRE

Date:

Name:

Telephone Number:

Email:

1. Have you completed the Shared Health Screening Tool? (Attached below)

Yes \_\_\_\_\_ No \_\_\_\_\_

2. Have you travelled outside of \_\_\_\_\_ (province) any time in the last 14 days?

Yes \_\_\_\_\_ No \_\_\_\_\_

3. Have you, or anyone you've been in contact with, experienced any COVID-19 symptoms?

Yes \_\_\_\_\_ No \_\_\_\_\_

4. Have you tested positive for COVID-19?

Yes \_\_\_\_\_ No \_\_\_\_\_

5. Have you been in contact with anyone who has contracted the COVID-19 virus?

Yes \_\_\_\_\_ No \_\_\_\_\_

I, \_\_\_\_\_ (print full name) affirm that all of the above is truthful and I agree that I will immediately notify the Producer of any information that would change my answers to these questions.

Signature: \_\_\_\_\_

## SHARED HEALTH SCREENING TOOL

1. Do you have any of the following symptoms: severe difficulty breathing (e.g., struggling for each breath, speaking in single words), chest pain, confusion, extreme drowsiness or loss of consciousness?

Yes

No

2. Do you have shortness of breath at rest or difficulty breathing when lying down?

Yes

No

3. Do you have a new onset of any of the following symptoms: fever/chills, cough, sore throat/hoarse voice, shortness of breath, loss of taste or smell, vomiting, or diarrhea for more than 24 hours?

Yes

No

4. Do you have a new onset of 2 or more of any of the following symptoms: runny nose, muscle aches, fatigue, conjunctivitis (pink eye), headache, skin rash of unknown cause or nausea or loss of appetite ((not related to seasonal allergies or other known causes or conditions)

Yes

No

5. Have you been in contact in the last 14 days with someone that is confirmed to have COVID- 19?

Yes

No

6. Have you had laboratory exposure while working directly with specimens known to contain COVID-19?

Yes

No

7. Have you been in a setting in the last 14 days that has been identified by public health as a risk for acquiring COVID-19, such as on a flight, in a workplace with a cluster of cases, or at an event?

Yes

No