Prior to arriving to campus, employees, students, and campus visitors, must, on a daily basis, screen themselves by using the COVID-19 Screening Checklist. This screening checklist is to comply with the Governor’s Report to Open Texas. If you are exhibiting new or worsening signs or symptoms of possible COVID-19, as listed below, please **DO NOT report to or access campus.**

If you experience any of the signs or symptoms of COVID-19, please immediately notify:

- **Employees** shall notify Human Resources Benefits staff and their supervisor and complete the following form [Employee Communicable Disease Reporting Form](#).

- **Students** shall notify Counseling and Student Accessibility Services and their instructor and complete the following form [Student Communicable Disease Reporting Form](#).

- **Campus visitors** should notify their healthcare provider.

If you should develop signs or symptoms or start to feel unwell during the day on campus, please notify the appropriate parties listed above.

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**Are you experiencing any new or worsening signs or symptoms of possible COVID-19?:**

- Cough
- Chills
- Fatigue
- Muscle or body aches
- Headache
- Sore throat
- Diarrhea
- Fever
- Shortness of breath or difficulty breathing
- Nausea or vomiting
- Loss of taste or smell
- Congestion or runny nose

If you have any questions, please contact the Office of Human Resources (956) 872-4448 or the Counseling and Student Disability Services (956) 872-2173.