



**HEALTH AND FAMILY WELFARE DEPARTMENT
GOVERNMENT OF SIKKIM
GANGTOK, SIKKIM**

No: /COV-SOP/ H&FW/2020

Dated: /05/2020

SOP for Screening of the passenger at the check post

1. The vehicle entering with passengers will be parked in the designated Parking Lot.
2. After disembarking from the vehicle, passengers will wash their hands with soap for twenty seconds.
3. They will then proceed to and rest in the waiting hall, maintaining proper social distance.
4. Here registration forms are filled in the meantime.
5. Then they will proceed for the screening.
6. At the screening centre they will first show arogya setu app to the screening personal.
7. Passengers will have to show the filled form to the DEO and provide details from the outside (No contact is ensured)
8. DEO to enter the details in the computer and print.
9. The temperature of the passenger is monitored by use of Thermal Scanner or Infrared Thermometers. **(Normal temperature, less than 98.6 degree F / 36.5 degree C)**. If above normal temperature – He/ she is sent to the holding area for another 30 minutes and re-examined.
10. Health screening by the concerned health team.
11. If the temperature is still high he/she is sent for the isolation.
12. If normal he/she will be sent to the quarantine centers as deemed fit by the health team.

Passed by Technical Committee
for COVID-19

STANDARD OPERATING PROCEDURE FOR SCREENING AT CHECK-POST

PARKING ⇒ HANDWASHING ⇒ WAITING ROOM (20 persons Maximum - Rest for 30 Minutes)

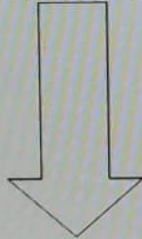
R E G I S T R A T I O N
(Ensure all have forms filled & Aarogya Setu App Installed)

S C R E E N I N G (SEND 4 at a time)

DATA ENTRY – DEO TO ENTER DETAILS IN COMPUTER & PRINT
(Traveller/Passenger to show form to DEO & Provide details from outside – NO TOUCH & NO CONTACT)

TEMPERATURE MONITORING

NORMAL TEMPERATURE
(Less than 98.6° F/36.5° C)



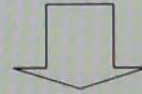
HEALTH SCREENING/STATUS EVALUATION BY DOCTOR

HIGH TEMPERATURE

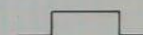
REPEAT AFTER 30 MINUTES (Tell him/her to relax for 30 minutes. Then take second reading)



NORMAL



HIGH



INFORM DOCTOR OF TEAM – SEND TO HOLDING AREA FOR ISOLATION