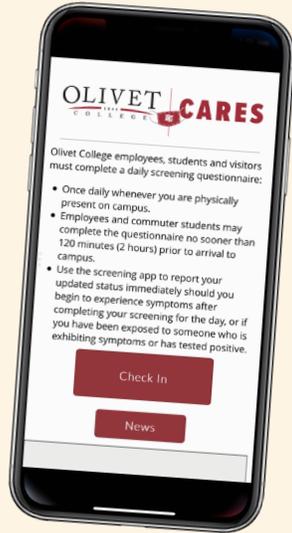


# Employee OC CARES ClearPass App

## OC CARES ClearPass App

Olivet College has launched the OC CARES ClearPass screening app that enables you to update your health status immediately and easily. A web-based version is also available. The screening will be confidential, with check-in data being submitted only to the director of human resources.

The app asks a short series of questions related to COVID-19 symptoms. This is also where you will record your temperature.



### Download the App:

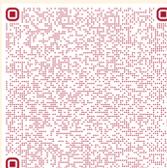


### ANDROID POWER APP



### APPLE POWER APP

1. Download and install Power App from Microsoft from the respective app store.
2. Launch Power App.
3. Enter "your Olivet College email address" eg: `jdoe@olivetcollege.edu` and follow the prompts.



### EMPLOYEE WEB-BASED POWER APP

## Health Screening Steps

### Site

1. Select Main Campus as your location.

### Self-Declaration Form

1. Your name and the date and time will automatically populate here.
2. Complete all required fields with asterisks.

### Successful Check-In Screen

1. Make sure you see a screen with a green checkmark and select "Done."

### If You Pass the Screening

1. You will see a screen with green highlight stating, "Passed."
2. You will also receive an email saying that you passed.

### If You Fail the Screening

1. If any of your responses trigger a "Fail," you will be directed to go back to review your answers or confirm your responses.
2. If your responses still trigger a fail, a screen will appear stating, "Do not enter any campus building and return home. Call the director of human resources (Terri Glasgow 269-749-7623) for further guidance."
3. You will also see a screen with red highlight stating, "Failed."
4. You will also receive an email with instructions on what to do next from human resources, who will assist you further.

### Site Location

### Self-Declaration Form

### Successful Check-In

### Pass the Screening

### Fail the Screening

