

VUMC Staff Tracking Log

Please document all persons entering room.

Location/Unit _____ Room # _____ Patient MRN and initials _____

Date	Shift	Name (first and last)	VUnetID	VUMC email	Home Department
	<input type="checkbox"/> Day <input type="checkbox"/> Night				
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	<input type="checkbox"/> Day <input type="checkbox"/> Night				

Revised 04/01/2020

Please scan and upload to the COVID-19 Staff Log into Redcap.

If unable to upload the document, please fax to OHC
615-936-0966 Attn: Venita White/Tanica Washington.

Option 1: Taking a picture of the roster & submitting by phone

- With your phone, take a picture of the completed roster.
- Scan QR code to open submission link
 - o With iphone, use "camera" to scan QR code [QR](https://redcap.link/in3300eu)
 - o Use a QR Reader app.
- When prompted, choose Upload. Upload roster picture.

Option 2: Saving roster to a computer/upload via link

- Scan copy of roster.
- Save to computer.
- Link: <https://redcap.link/in3300eu>

