

Chico Alliance Church

COVID-19 Exposure Control, Mitigation and Recovery Plan

This plan includes the **Policies & **Procedures** regarding the following control measures:**

Personal Measures

1. Physical distancing
2. PPE utilization
3. Hand Hygiene
4. Self-screening

Procedures to Address Sick Individuals

1. Symptom Monitoring
2. Incident Reporting
3. Exposure Response Procedure
4. Post-exposure Incident Project-Wide Recovery Plan

Sanitation & Disinfection

5. Sanitation
6. Disinfection Procedures

Employee Policies & Procedures

7. Employee Info
8. COVID-19 safety training

Frequently Asked Questions

Volunteer Staff Positions

- 1) **Designated Supervisor:** Lennie Prather
- 2) **Sign-In / temp (if wanted):** Morgan Welch
- 3) **Coffee & snack supervisor? Greeter?:** Berniece Nealon
- 4) **Housekeeping:** Berniece Nealon, Charis Denton, Morgan Welch, Lennie Prather, Alayjah Denton, Madison Welch, Shayla Welch, Gunnar Welch

Supervisor: Lennie Prather

Designate a staff person to be responsible for responding to COVID-19 concerns. Staff and congregants should know who this person is and how to contact them if they become sick or are around others diagnosed with COVID-19. This person should also be aware of state or local regulatory agency policies related to group gatherings and other applicable state and local public health guidance and directives.

Responsibilities:

- 1) Know the church's policies & procedures.
- 2) Ensure policies & procedures are followed.
- 3) Delegate tasks as needed.
- 4) Know where the notebook of the plan is.
- 5) Assist with any questioning from any authorities.

Gathering Size Limits

Service Size

Church programs and services cannot exceed the following:

Indoor services: 65 (Phase 3), 50 (Phase 2)

- The less of 25% capacity or: 200 (Phase 3), 50 (Phase 2)
 - Sanctuary, 65 (260 capacity)
 - Gymnasium, 80 (320 capacity)
- Stage 2: 25% capacity or 50, whichever is less—50 for Chico
- Organization staff are excluded from maximum numbers
- Volunteers are included in maximum number of individuals

Outdoor services: 100

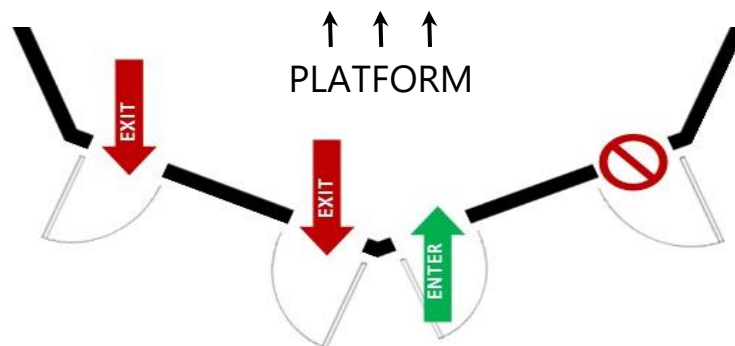
- Up to 100 individuals
- Organization staff are excluded from maximum numbers

In-home services & counseling: 5

- Up to 5 individuals
- Organization staff are excluded
- If the individuals are from more than one household, they must wear face coverings

Physical Distancing

- **6-foot minimum separation requirement:** Always maintain a minimum six-foot separation between anyone that is not from your household.
- **Main Entry:** Access to the church will be primarily through the front door. Pay attention to the guide marks to keep a six-foot distance between others entering. Use the opposite door if you are not travelling in the same direction. You may use the other entrance by the gym if you need the ramp for accessibility.
- **Entering & Exiting the Sanctuary** To enter the sanctuary, go through the center door, following the directional arrows on the floor. This is the only door for entering, so be mindful of the space around you and the distance you are around people. (Facing the platform, the right door of the center doors will be for entering, and the left one of the center door will be for exiting.) The leftmost door into the sanctuary will be for exiting, and the rightmost door will not be in use as that section of pews is blocked off.



To reduce the amount of crossing paths, there will be no walking through pews from one end to the other. To get to the opposite side, you must walk around in front of the section of pews. You may exit the sanctuary from either side, however.

- **Greeting & Welcoming:** Replace hugs with "air hugs" or waving. We are to keep six feet distance, so remember not to hug or touch one another. Instead of a handshake or elbow touch, offer hand signals like a peace sign or the American Sign Language sign for "I Love You."
- **Greeters:** Greeters at all gatherings should be especially aware and refrain from offering handshakes. As one community noted, "Greeters can model hospitality with their words and their smiles."

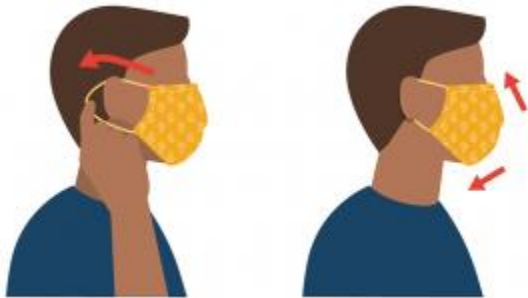
- **Bathrooms:** No more than 2 people at a time in the restrooms. Those waiting to use the restroom must maintain at least 6 feet of distance between any other persons waiting in the hall. Use the marks in the hallway for reference.
- **Pews:** Every other pew is marked off, please sit at either end of the open pews. There are also six-foot guides in the pews. Members of the same household may be seated together as a single unit, however, use the guides to maintain a six-foot radius between households.
- **Choirs:** Singing is allowed, but no choirs shall perform during the service.

Social Distancing Procedures

- Ensure six feet of space between seats, pews, and benches or have physical barriers between them.
- Place markings on the floors and seats indicating a six feet radius to help guide you in maintaining distance.
- Place work stations, tables, seating in lounge, and other seating six feet apart.
- Make it easy to reconfigure distancing markers to indicate the new 6 foot radius when a variable number of household members sit together.
- Where distancing is not feasible, the number of people in small or narrow areas will be limited, barriers or staggered entry may also be utilized.

Facial Coverings

- All employees, members, and visitors in attendance shall wear face coverings before, during, and after the service (whether indoor or outdoor).
- A cloth facial covering is described in the Department of Health guidance, <https://www.doh.wa.gov/Portals/1/Documents/1600/coronavirus/ClothFacemasks.pdf>. You can see this form on the bulletin board beside the glass entry doors.
- No choirs shall perform during the service. Singing is permitted, but individuals must not remove their face coverings to sing – it must stay on for the duration of the service.
- **Wear your Face Covering Correctly**
 - Wash your hands before putting on your face covering
 - Put it over your nose and mouth and secure it under your chin
 - Try to fit it snugly against the sides of your face
 - Make sure you can breathe easily



Hand Hygiene

- There is soap and running water available in the lobby and the bathrooms for frequent handwashing.
- There are tissues and trashcans in the lounge. Discard tissues and wash hands after sneezing, blowing your nose or coughing.
- Please wash your hands regularly, washing with soap and water for at least 20 seconds. Key times to clean hands include:
 - After blowing one's nose, coughing, or sneezing.
 - After using the restroom.
 - Before eating or preparing food, and after eating.
 - After contact with animals or pets.
 - Before and after providing routine care for another person who needs assistance such as a child.
- Use hand sanitizer with at least 60% alcohol when soap and water are not readily available; or use as a supplement to handwashing--do not use as a substitute for soap and water.

Hand Hygiene Procedures

- Provide alcohol-based hand sanitizers with greater than 60% ethanol or 70% isopropanol.
- There may be no direct physical contact between servers and members or visitors.
- Anything to be consumed may not be presented to the members or visitors in a communal container or plate.
- **Cleaning staff and others should clean hands often**, including immediately after removing gloves and after contact with an ill person, by washing hands with soap and water for 20 seconds. If soap and water are not available and hands are not visibly dirty, an alcohol-based hand sanitizer that contains at least 60% alcohol may be used. However, if hands are visibly dirty, always wash hands with soap and water.
- Follow normal preventive actions while at work and home, including cleaning hands and avoiding touching eyes, nose, or mouth with unwashed hands.
 - Additional key times to clean hands include:
 - After blowing one's nose, coughing, or sneezing.
 - After using the restroom.
 - Before eating or preparing food.
 - After contact with animals or pets.
 - Before and after providing routine care for another person who needs assistance such as a child.
- **The risk of exposure to cleaning staff is inherently low. Cleaning staff should wear disposable gloves and gowns for all tasks in the cleaning process, including handling trash.**
 - Gloves and gowns should be compatible with the disinfectant products being used.
 - Additional PPE might be required based on the cleaning/disinfectant products being used and whether there is a risk of splash.

- Gloves and gowns should be removed carefully to avoid contamination of the wearer and the surrounding area. Be sure to **clean hands** after removing gloves.
- Gloves should be removed after cleaning a room or area occupied by ill persons. Clean hands immediately after gloves are removed.

Self-Screening & Check-In

- Everyone (staff, members, and guests) must self-screen for signs and symptoms of COVID-19 before arriving at the location. Stay home if you feel sick.
- At the main doors, check-in and answer the health questions regarding any possible coronavirus exposure or symptoms of COVID-19. We request that you take your temperature before attending a service. There will be one available in the foyer if you would like to have it taken at check-in.
 - Any individual with a temperature of 100.4°F or exhibiting signs of illness will not be permitted to attend the service and will need to vacate and go home. We suggest to self-quarantine at home and follow-up with your doctor.
 - Any individual *with a household member* who has been diagnosed with COVID-19 or has symptoms of COVID-19 (including a fever above 100.4°F) may not attend the service and must leave the premises if it is safe to do so.
- Once you have been checked in, please enter through the right center door to attend Sunday School or the main service.
- If you are a guest, please leave your name and number or email in case we become aware of any COVID-19 cases and need to contact you.

Screening Procedures

Greeters: Greeters at all gatherings should be especially aware and refrain from offering handshakes. As one community noted, "Greeters can model hospitality with their words and their smiles."

- 1. Screen ALL who will be entering the church for signs and symptoms of COVID-19.** If they appear ill, send them home immediately and follow any applicable procedures in the COVID-19 emergency plan starting with following section "Procedure to Address Sick Individuals."
 - a. All staff, members and guests must self-screen for signs and symptoms of COVID-19 and should have done so before arriving at the location. Ministry staff, members, and guests are encouraged to take their temperature upon arrival, but not required.
 - b. *Employees* may finish the temperature check portion of screening when they arrive at church, but it must be done as soon as they arrive and should be done before any members arrive at the event.

- 2. Record those attending in case of any needed follow-up.**
 - a. Record the date of the service or gathering on the attendance record, and mark all staff, members, and guests checking-in.
 - b. Get the name and contact information of any guests in case they need to be contacted within the next two weeks about any confirmed or suspected cases of COVID-19.

- 3. Confirm nothing was missed in the self-screening by asking questions:**
 - 1) Since your last visit here, have you had any of these symptoms that are not attributable to another condition?
 - Cough
 - Shortness of breath or difficulty breathing
 - Fever
 - *Or do you have at least two of these symptoms?*
 - Chills
 - Repeated shaking with chills
 - Muscle pain
 - Headache
 - Sore throat
 - New loss of taste or smell
 - 2) Does anyone in your household have signs or symptoms listed above?

If the answer is YES to any of these questions, go to the COVID-19 emergency plan right away starting with the next section "Procedure to Address Sick Individuals."

Have more questions about COVID-19? Call our hotline: 1-800-525-0127.

Procedures to Address Sick Individuals

- Identify and isolate people who show signs or symptoms of COVID-19 illness. At check-in determine the following:
 - **Do they have a temperature at or above 100.4°F?** Any individual with a temperature of 100.4°F will not be permitted to attend the service, and will need to leave the premises as soon as it is safe to do so.
 - **Do they have a household member with COVID-19 or symptoms?** Any individual with a household member who has been diagnosed with COVID-19 or has symptoms of COVID-19 (including a fever above 100.4°F) may not attend the service, or work.
- If someone is thought to be sick and they can't leave right away, isolate them in the nursery.
- Cordon off any areas where the individual with probable or confirmed COVID-19 illness worked, touched surfaces, etc., until the area and equipment is cleaned and disinfected.
 - Open outside doors and windows and use ventilating fans to increase air circulation in the area. Wait 24 hours, or as long as practical, before beginning cleaning and disinfection.
- Check attendance records and contact anyone who may have been exposed to coronavirus from the individual with probable or confirmed COVID-19 illness. See the Crisis & Emergency Risk Communication Flyer, "CERC in an Infectious Disease Outbreak."
- Follow the cleaning guidelines set by the CDC to deep clean and disinfect.
 - Wait 24 hours, or as long as practical, before beginning cleaning and disinfection.
 - If it has been more than 7 days since the person with suspected/confirmed COVID-19 visited or used the facility, additional cleaning and disinfection is not necessary.
 - See following pages for cleaning guidelines set by the CDC at [www.cdc.gov/coronavirus/2019-ncov/community/ organizations/cleaning-disinfection.html](http://www.cdc.gov/coronavirus/2019-ncov/community/organizations/cleaning-disinfection.html)

Cleaning & Disinfecting Responsibilities

Responsible Parties

- **Janitor:**
 - **After Sunday use:** Cleaning and sanitizing from Sunday use (on Monday or Tuesday before the next group will be meeting). The church Janitor will be responsible to do the deep cleaning and sanitize of all surfaces in the restrooms, lounge, first floor foyers, sanctuary, and any other meeting rooms used. He will also clean after every group that meets during the work week, as needed.
 - **After Monday use:** Clean after any monthly groups that meet in the lounge or conference room, such as Roller Derby, Rose Society, or Northlake Way Home Owner's Co-op.
 - **After Tuesday use:** Clean on Wednesday or before next group meeting, if they will be meeting within 7 days.
 - **After Wednesday Childcare Meetings:** Must be wiped down before next group meeting. Some Wednesday evenings Advisory Committee or Focus Groups meet around 6:30pm.

- **Chico Members:**
 - **Before Sunday use:** AA meets in the lounge until 8:30pm on Saturday evening. Wipe down conference table, double metal doors, and light switches before members arrive.
 - **After Sunday use:** The Chico members need to clean after the service, before True Life Fellowship gathers for their service at 2:30pm.

- **True Life Fellowship:**
 - They will clean as needed for their own group during their event times. Cleaning of the facility will be done by Chico's janitorial staff during the work week before the next group meets.

Clean & Disinfect

- Maintain the established housekeeping schedule.
- Must have frequent cleaning and sanitizing throughout the week when in use, with a particular emphasis on commonly touched services.
- Clean high-touch surfaces using soapy water, followed by the appropriate disinfectants.
- Disinfectants must be available to employees, members, and visitors throughout the location (indoor and outdoor) and ensure cleaning supplies are frequently replenished.
- Cleaning products should not be used near children, and staff should ensure that there is adequate ventilation when using these products to prevent children or themselves from inhaling toxic fumes.
- Ensure that ventilation systems operate properly and increase circulation of outdoor air as much as possible by opening windows and doors, using fans, etc. Do not open windows and doors if they pose a safety risk to children using the facility.

Housekeeping Duties

- **Main Foyer:**
 - Main entry doors (glass doors) handles and push bar
 - Light switches
 - Tables in the entry
- **Sanctuary:**
 - Door handles on the 3 sanctuary doors
 - Light switch
 - Back of pews in front of where people sat and pew arm wrests
- **Lounge:**
 - Coffee pot and carafe
 - Containers for Creamer or other
 - Conference Table
 - Lounge tables
 - Chairs & arm wrests
 - Counters
 - Handrails
 - Light Switches
 - Other surfaces
- **Bathrooms:**
 - Handles
 - Lightswitches

Cleaning & Disinfecting Procedures (CDC)

Follow cleaning guidelines set by the CDC. www.cdc.gov/coronavirus/2019-ncov/community/organizations/cleaning-disinfection.html

Hard (Non-porous) Surfaces

- If surfaces are dirty, they should be cleaned using a detergent or soap and water prior to disinfection.
- For disinfection, most common EPA-registered household disinfectants should be effective.
 - A list of products that are EPA-approved for use against the virus that causes COVID-19 is available. Follow the manufacturer's instructions for all cleaning and disinfection products for concentration, application method and contact time, etc.

Always read and follow the directions on the label to ensure safe and effective use.

- Wear skin protection and consider eye protection for potential splash hazards
- Ensure adequate ventilation
- Use no more than the amount recommended on the label
- Use water at room temperature for dilution (unless stated otherwise on the label)
- Avoid mixing chemical products
- Label diluted cleaning solutions
- Store and use chemicals out of the reach of children and pets

You should never eat, drink, breathe or inject these products into your body or apply directly to your skin as they can cause serious harm. Do not wipe or bathe pets with these products or any other products that are not approved for animal use.

See [EPA's 6 steps for Safe and Effective Disinfectant Use](#)

- - Additionally, diluted household bleach solutions (at least 1000ppm sodium hypochlorite, or concentration of 5%–6%.) can be used if appropriate for the surface. Follow manufacturer's instructions for application, ensuring a contact time of at least 1 minute, and allowing proper ventilation during and after application. Check to ensure the product is not past its expiration date. Never mix household bleach with ammonia or any other cleanser.

Unexpired household bleach will be effective against coronaviruses when properly diluted. Bleach solutions will be effective for disinfection up to 24 hours.

- Prepare a bleach solution by mixing:
 - 5 tablespoons (1/3 cup) bleach per gallon of room temperature water or
 - 4 teaspoons bleach per quart of room temperature water
- **Cleaning staff and others should clean hands often**, including immediately after removing gloves and after contact with an ill person, by washing hands with soap and water for 20 seconds. If soap and water are not available and hands are not visibly dirty, an alcohol-based hand sanitizer that contains at least 60% alcohol may be used. However, if hands are visibly dirty, always wash hands with soap and water.

Always read and follow the directions on the label to ensure safe and effective use.

- Keep hand sanitizers away from fire or flame
- For children under six years of age, hand sanitizer should be used with adult supervision
- Always store hand sanitizer out of reach of children and pets

See [FDA's Tips for Safe Sanitizer Use](#) and [CDC's Hand Sanitizer Use Considerations](#)

- Follow normal preventive actions while at work and home, including cleaning hands and avoiding touching eyes, nose, or mouth with unwashed hands.
 - Additional key times to clean hands include:
 - After blowing one's nose, coughing, or sneezing.
 - After using the restroom.
 - Before eating or preparing food.
 - After contact with animals or pets.
 - Before and after providing routine care for another person who needs assistance such as a child.

Soft (Porous) Surfaces

- For soft (porous) surfaces such as carpeted floor, rugs, and drapes, remove visible contamination if present and clean with appropriate cleaners indicated for use on these surfaces. After cleaning:
 - If the items can be laundered, launder items in accordance with the manufacturer's instructions using the warmest appropriate water setting for the items and then dry items completely.
 - Otherwise, use products that are EPA-approved for use against the virus that causes COVID-19[external icon](#) and that are suitable for porous surfaces

Electronics

- For electronics such as tablets, touch screens, keyboards, remote controls, and ATM machines, remove visible contamination if present.
 - Follow the manufacturer's instructions for all cleaning and disinfection products.
 - Consider use of wipeable covers for electronics.
 - If no manufacturer guidance is available, consider the use of alcohol-based wipes or sprays containing at least 70% alcohol to disinfect touch screens. Dry surfaces thoroughly to avoid pooling of liquids.

Linens, Clothing, and Other Items That Go in the Laundry

- In order to minimize the possibility of dispersing virus through the air, do not shake dirty laundry.
- Wash items as appropriate in accordance with the manufacturer's instructions. If possible, launder items using the warmest appropriate water setting for the items and dry items completely. Dirty laundry that has been in contact with an ill person can be washed with other people's items.
- Clean and disinfect hampers or other carts for transporting laundry according to guidance above for hard or soft surfaces.
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- Follow cleaning guidelines set by the CDC (see link above) to deep clean after reports of an employee with suspected or confirmed COVID-19 illness.
- Keep workers away from areas being deep cleaned.

Personal Protective Equipment (PPE) and Hand Hygiene

- **The risk of exposure to cleaning staff is inherently low. Cleaning staff should wear disposable gloves and gowns for all tasks in the cleaning process, including handling trash.**
 - Gloves and gowns should be compatible with the disinfectant products being used.
 - Additional PPE might be required based on the cleaning/disinfectant products being used and whether there is a risk of splash.
 - Gloves and gowns should be removed carefully to avoid contamination of the wearer and the surrounding area. Be sure to **clean hands** after removing gloves.
 - If gowns are not available, coveralls, aprons or work uniforms can be worn during cleaning and disinfecting. Reusable (washable) clothing should be laundered afterwards. Clean hands after handling dirty laundry.
- Gloves should be removed after cleaning a room or area occupied by ill persons. Clean hands immediately after gloves are removed.
- Cleaning staff should immediately report breaches in PPE such as a tear in gloves or any other potential exposures to their supervisor.
- **Cleaning staff and others should clean hands often**, including immediately after removing gloves and after contact with an ill person, by washing hands with soap and water for 20 seconds. If soap and water are not available and hands are not visibly dirty, an alcohol-based hand sanitizer that contains at least 60% alcohol may be used. However, if hands are visibly dirty, always wash hands with soap and water.
- Follow normal preventive actions while at work and home, including cleaning hands and avoiding touching eyes, nose, or mouth with unwashed hands.
 - Additional key times to clean hands include:
 - After blowing one's nose, coughing, or sneezing.
 - After using the restroom.
 - Before eating or preparing food.
 - After contact with animals or pets.
 - Before and after providing routine care for another person who needs assistance such as a child.

Employees

Safety & Health Requirements

Must Follow Main L&I COVID-19 Requirements:

- We have a general obligation to keep a safe and healthy facility by complying with COVID-19 industry-specific practices outlined by the state
- Educate Employees on how to prevent transmission of COVID-19
- Educate on the church's COVID-19
- policies

Employee Education is Required

Basic workplace hazard education about coronavirus must be provided to employees in a language they best understand.

Ensure employees know:

- The signs, symptoms, and risk factors associated with COVID-19 illness.
- How to prevent the spread of the coronavirus at work; including steps being taken in the workplace to establish social distancing, frequent handwashing, and other precautions.
- The importance of hand washing and how to effectively wash hands with soap and water for at least twenty seconds.
- Proper respiratory etiquette, including covering coughs and sneezes and not touching eyes, noses, or mouths with unwashed hands or gloves.

Screen Employees

- Screen employees for signs/symptoms of COVID-19 at the start
- Make sure sick employees stay home or immediately go home if they feel or appear sick.
- For any sick employees, follow "Procedures to Address Sick Individual."

Work Conditions

- An employee may refuse to perform unsafe work, including hazards created by COVID-19. And, it is unlawful for the employer to take adverse action against an employee who has engaged in safety-protected activities under the law if their work refusal meets certain requirements.

- Employees who choose to remove themselves from a worksite because they do not believe it is safe to work due to the risk of COVID-19 exposure may have access to certain leave or unemployment benefits.
- Employers must provide high-risk individuals covered by Proclamation 20-46 with their choice of access to available employer-granted accrued leave or unemployment benefits if an alternative work arrangement is not feasible. Other employees may have access to expanded family and medical leave included in the Families First Coronavirus Response Act, access to use unemployment benefits, or access to other paid time off depending on the circumstances. Additional information is available at <https://www.lni.wa.gov/agency/outreach/paid-sick-leave-and-coronavirus-covid-19-common-questions>.

Personal Protective Equipment (PPE) for Employees

- Provide personal protective equipment (PPE) such as gloves and face coverings as appropriate or required to employees for the activity being performed.
- Require employees to use PPE as appropriate or required for the activity being performed.
- A facial covering must be worn by every individual not alone at the location

Hygiene

- Soap and running water shall be abundantly provided at locations for frequent handwashing.
- Employees should be encouraged to leave their workstations to wash their hands regularly, and required to do so before and after going to the bathroom, before and after eating and after coughing, sneezing or blowing their nose.
- Alcohol-based hand sanitizers with greater than 60% ethanol or 70% isopropanol should also be provided and used, but are not a replacement for the water requirement.
- Use single use disposable gloves, where safe and applicable, to prevent transmission on items that are touched frequently or shared and discard after a single use.

Frequently Asked Questions

What Are the Signs and Symptoms of COVID-19?

- Reported illnesses have ranged from mild symptoms to severe illness and death for confirmed COVID-19 cases. The following symptoms may appear 2–14 days after exposure:
 - Fever
 - Cough
 - Shortness of breath

What Should I Do if Someone at a Community Gathering Says They Are Feeling Sick?

- Identify space in your facility or event to separate people who may become sick and may not be able to leave immediately.
- Designate a separate bathroom for those who are feeling sick. Develop a safe plan for cleaning the room regularly.
- Isolate the individual immediately from staff and participants.
- Assist the person in CALLING AHEAD to their health care professional if they have a fever and symptoms of respiratory illness, such as cough or difficulty breathing. Tell them to avoid taking public transportation, ride-shares, and taxis.
- People with confirmed COVID-19, with a loved one in the home with a confirmed case, or those experiencing symptoms should remain under home isolation. The decision to discontinue home isolation precautions should be made on a case-by-case basis, in consultation with health care providers and state and local health departments.
- For more: www.cdc.gov/coronavirus/2019-ncov/about/steps-when-sick.html.

Should We Greet One Another as Usual? Shaking Hands, Kissing Cheeks, etc.?

- Identify how your community may greet one another in ways that reduce any potential spread of viruses, including COVID-19. For example, provide direction to those gathered to replace hugs with elbow touches. Consider recommending that members not hug or touch one another, but offer hand signals like a peace sign or the American Sign Language sign for "I Love You."
- Greeters at all gatherings should be especially aware and refrain from offering handshakes. As one community noted, "Greeters can model hospitality with their words and their smiles."

What Should I Tell People Who Are Concerned?

- Reassure them that your faith- or community-based organization, as well as local, state, and national authorities, is taking all necessary precautions to ensure their health and safety. Your response can soothe concerns and create an atmosphere of calm. The best way to prevent illness is to practice routine and common sense hygiene practices. These everyday practices also help to prevent the spread of respiratory diseases, including the flu:
 - Stay home when you are sick, except to get medical care.
 - Cover your coughs and sneezes with a tissue and then throw the used tissue in the trash.
 - Wash your hands often with soap and water for at least 20 seconds, especially after going to the bathroom; before eating; and after blowing your nose, coughing, or sneezing. If soap and water are not readily available, use a hand sanitizer that contains at least 60% alcohol.
 - Avoid touching your face with unwashed hands, especially your eyes, nose, or mouth.
 - Clean high-contact surfaces and objects thoroughly and repeatedly.
- Leaders may find it helpful to review the guidance provided by the CDC in its “Interim Guidance: Get Your Community- and Faith-Based Organizations Ready for Coronavirus Disease 2019 (COVID-19).”
- Check with your state and local health authorities to learn if your community has experienced a COVID-19 outbreak.

Does the Virus Live on Surfaces (e.g., Books or Shared Offering Plates)?

- It may be possible to be exposed to COVID-19 by touching a surface or object that has the virus on it and then touching your mouth, nose, or eyes; however, this is not thought to be the main way the virus spreads. Review the CDC’s “How COVID-19 Spreads.”
- Clean frequently touched surfaces and objects several times daily (e.g., tables, countertops, light switches, doorknobs, cabinet handles, smart phones, and keyboards) using an appropriate cleaner to minimize the event of a COVID-19 outbreak in your community. For disinfection, most common EPA-registered household disinfectants should be effective. A list of products that are EPA-approved for use against the virus that causes COVID-19 is available here. Follow the manufacturer’s instructions for all cleaning and disinfection products.

- If an object is frequently touched, for example as a part of religious observance, it should be cleaned, as appropriate within the religious tradition, after each use.
- If surfaces are dirty, they should be cleaned using a detergent and water prior to disinfection.
- Consider ways your community can reduce the number of objects the community collectively handles.
 - For example, consider no longer passing offering plates down the row; instead, place the offering plate on stands and ask people to leave their offering. Remind those who oversee and administer offerings, or similar items and elements, to wash their hands after administration or use.
 - Organizations may also consider removing shared books and encouraging people to bring their own.

What Type of Items Should We Have in Our Emergency Preparedness Kit?

- Consider having supplies on hand, such as hand sanitizer that contains at least 60% alcohol, extra tissues, and trash baskets.
- Refer to the CDC's "Preventing COVID-19 Spread in Communities" for additional information about supplies and materials.

Links for More Information

<https://lni.wa.gov/forms-publications/F414-164-000.pdf>

<https://www.governor.wa.gov/sites/default/files/COVID19Phase1and2ReligiousAndFaithBasedGuidance.pdf>

<https://www.doh.wa.gov/Portals/1/Documents/1600/coronavirus/ClothFacemasks.pdf>

<https://www.doh.wa.gov/Emergencies/NovelCoronavirusOutbreak2020COVID19/StigmaReduction>

<https://www.cdc.gov/coronavirus/2019-ncov/community/guidance-business-response.html>