

Parish COVID-19 Exposure Checklist

As parishes begin to consider reopening public masses and other services, they must be prepared to deal with the realities of possible COVID-19 exposures at parish locations. At this time, communication, trust, and efficient action are key. This checklist outlines general steps parishes should take after being notified of a parish COVID-19 exposure (or possible exposure).

- ☐ Contact the [Oregon Health Authority](#) (OHA) or your local public health department for guidance. They will likely want to begin contact tracing immediately, and may have updated protocols for you to follow.
- ☐ Form a list of affected areas and people who interacted with the COVID-19 positive individual at your location in the last 14 days per [current CDC guidance](#).
- ☐ Close any areas where the COVID-19 positive person was known to have been for at least 24 hours. These areas should be closed to cleaning personnel as well during this window.
- ☐ Send out a communication explaining the COVID-19 exposure/possible exposure (a template is attached) to all parishioners and affected individuals. Let parishioners, affected individuals, and employees know what services will be suspended and what will continue. Do not identify the COVID-19 positive individual publically.
- ☐ Retain a cleaning company to undertake a cleaning or deep cleaning of the affected area. Follow current public health guidance, such as [information provided by the CDC](#).
- ☐ Let parishioner and employees know when parish activities and services will resume, and be sure to communicate the steps that have been taken to disinfect the building and keep people safe.

PLEASE NOTE: Advice from health authorities has been changing quickly. **Any guidance received from a government health authority will take precedence over these general steps.**

TEMPLATE COVID-19 EXPOSURE NOTICE

This is to notify you of a potential exposure to COVID-19 during a Mass held on March __, 2020 at _____.

Specifically, the (pastor, parish I, we?) has confirmed that a parishioner who was present during the Mass has now tested positive for COVID-19.

We understand that COVID-19 is spread mainly from person-to-person, whether between people who are in close contact with one another (within about 6 feet) or through respiratory droplets produced when an infected person coughs or sneezes. The virus also may be spread from contact with contaminated surfaces or objects.

We do not know the identities of all persons who might have been exposed. Therefore, consistent with guidance issued by the [CDC](#) and [Oregon Health Authority](#), we strongly encourage the following:

- Monitor your health for fever, cough, and shortness of breath for 14 days after the exposure;
- Self-quarantine and practice social distancing during that time; and
- If you get sick with fever, cough or shortness of breath (even if your symptoms are very mild), which are symptoms of COVID-19, you should isolate yourself at home and away from other people and contact your physician's office to report that you may have had an exposure to someone with COVID-19.

For everyone, the recommendation to help prevent the spread of COVID-19 is:

- Stay home when you are sick.
- Wash your hands frequently.
- Don't touch your nose mouth or eyes.
- Avoid large crowds and gatherings.
- Take particular care to protect people 60 years and older, people with underlying health conditions and pregnant people.

For general information on novel coronavirus in Oregon, call 211. If you are having a medical emergency, call 911.