COVID-19 SCENARIO'S

COVID-19 Scenario	Action Steps	Communication	Facility Sanitization	HR
Priest, staff, volunteer has been around someone who was identified as having close contact**to someone who has tested positive.	1. Closely monitor for any symptoms* of COVID 19. **2. You DO NOT need to self-quarantine.**	Communicate in-person or by phone to office staff	Follow Reopening Guidance for Cleaning and Disinfecting Public Spaces, Workplaces, Businesses, Schools, and Homes https://www.cdc.gov/coronavirus/2019-ncov/community/pdf/Reopening_America_Guidance.pdf	No action required.
Priest, staff or volunteer have symptoms* consistent with COVID-19	1. Stay home from work. Take care of self. 2. Contact medical provider and get tested. Identify anyone whom you may have had close contact** (May be contagious 48 hours prior to symptom onset) https://www.cdc.gov/coronavirus/2019-ncov/downloads/10Things.pdf	Communicate in-person or by phone to office staff	Follow Reopening Guidance for Cleaning and Disinfecting Public Spaces, Workplaces, Businesses, Schools, and Homes https://www.cdc.gov/coronavirus/2019-ncov/community/pdf/Reopening_America_Guidance.pdf	Utilize sick pay/paid leave until medical provider either quarantines or releases employee back to work.
Priest, staff or volunteer has had <u>close contact</u> (CC) with someone who has symptoms consistent with COVID-19 and the sick person with symptoms is being tested.	1. CC should self-quarantine until results of sick persons test are known. If the sick persons test is negative, CC may end self-quarantine and continue to monitor for symptoms*. 2. **If sick person tests positive**, the CC should continue self-quarantine x 14 days from last contact. Monitor for symptoms and check temperature twice a day. Even if CC gets tested and is negative, they still need to self-quarantine x 14 days from last contact with sick person. https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/quarantine.html	If the test comes back positive for COVID 19, Parish can use template statement example #2 for issuing a website and/or email statement and example #4 for pulpit announcements.	Follow Reopening Guidance for Cleaning and Disinfecting Public Spaces, Workplaces, Businesses, Schools, and Homes https://www.cdc.gov/coronavirus/2019-ncov/community/pdf/Reopening_America_Guidance.pdf	Employee may be eligible for up to two weeks paid leave under FFCRA. Details at: https://www.dkattorneys.com/publications/ffcra-regulations/
Priest, staff or volunteer tests Positive for COVID-19	1. Self-Isolation x 10 days. Monitor symptoms. 2. Work with Local Health Department for Contact Tracing***. 3. Return to work when criteria are met. https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/iso lation.html	Parish can use template statement example #1 for website and/or email statement and example #3 for pulpit announcements.	Follow Cleaning and Disinfecting Your Facility Everyday Steps, Steps When Someone **is Sick**, and Considerations for Employers https://www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html	Employee may be eligible for up to two weeks paid leave under FFCRA. https://www.dkattorneys.com/publications/ffcra-regulations/
Parishioner tests positive for COVID-19	1. Local Health Department will determine if there was possible exposure to others through Contact Tracing*** and will provide direction.	Parish can use template statement #7 for website/email/pulpit announcements	Follow Reopening Guidance for Cleaning and Disinfecting Public Spaces, Workplaces, Businesses, Schools, and Homes https://www.cdc.gov/coronavirus/2019-ncov/community/pdf/Reopening_America_Guidance.pdf	No action required.
	TRAVEL RECOMMENDATIONS			
Travel Recommendations	1. Notify leader of travel plans 2. Review travel recommendations. https://www.dhs.wisconsin.gov/covid-19/travel.htm 3. Upon return, monitor temperature twice a day. Monitor for symptoms of COVID 19* x 14 days. 4. Stay home as much as possible 5. **Any International Travel requires a 14 day self-quarantine.**			

*Symptoms of COVID-19: (may appear 2-14 days after exposure to virus.) Fever, chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, diarrhea. https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html

**Close Contact (Exposure): Anyone who has been in close contact with someone diagnosed with COVID-19 (or suspected) starting 48 hours before the person began feeling sick until the time of isolation: within 6 feet of someone for at least 15 minutes, direct physical contact: touch, hug, or kiss, shared eating or drinking utensils, sneeze, or cough.

***Contact Tracing: https://www.cdc.gov/coronavirus/2019-ncov/daily-life-coping/contact-tracing.html

Diocese of Green Bay

Revised 8/17/20