



*COVID – 19 Exposure Control, Mitigation, &
Recovery Plan*



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PPE UTILIZATION:

In most circumstances, St. Luke's will offer facemasks and other PPE (Personal Protection Equipment) to members if they are in need of any protective gear.

When face masks are used, it is important to follow these guidelines:

- Facemasks should not be put on children younger than 2 years old.
- Facemasks must cover the nose and mouth areas.
- Face coverings are meant to protect other people in case the wearer is unknowingly infected but does not have symptoms.

ON-LOCATION PHYSICAL DISTANCING:

According to State regulations during phase 2, only 50 people will be allowed into the sanctuary. During the service, members should maintain a 6-foot radius between each other. Families can sit next to each other but that whole family unit should maintain at least a 6-foot radius to the next family.

As we move to different phases, these policies will be subject to change.

HYGIENE:

In order to promote healthy hygiene practices, St. Luke's will promote the following:

- Washing hands with soap and water for at least 20 seconds.
- Hand sanitizer stations that contain at least 60% alcohol.
- Encouraging staff and congregants to cover coughs and sneezes with a tissue or the inside of their elbow.

SANITATION:

In most cases, the pews and frequently touched surfaces will be cleaned after each service. There will be people wearing PPE making sure that frequently touched surfaces are cleaned and sanitized properly whenever possible.

SYMPTOM MONITORING:

People with COVID-19 have had a wide range of symptoms reported – ranging from mild symptoms to severe illness.

Symptoms may appear 2-14 days after exposure to the virus. People with these following symptoms may have COVID-19:

- Fever or 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

Congregation members are encouraged to take their temperature before coming to church. If their temperature is 100.4° or more, they should stay home.

INCIDENT REPORTING:

If St. Luke's becomes aware of a staff or congregant member who has COVID-19 and is on church property, they should be placed in a designated room so that they will be quarantined away from people who are not infected. Next, St. Luke's should report the incident to the local health department (phone number: 1-800-525-0127). Anyone else who is suspected to have had any close contact with them should be notified immediately, as well as their family.

LOCATION DISINFECTION PROCEDURES:

Cleaning:

- **Wear disposable gloves** to clean and disinfect.
- **Clean surfaces using soap and water, then use disinfectant.**
- Cleaning with soap and water **reduces number of germs, dirt and impurities** on the surface. **Disinfecting kills germs** on surfaces.
- **Practice routine cleaning** of frequently touched surfaces.
 - More frequent cleaning and disinfection may be instructed based on level of use.
 - Surfaces and objects in public places, such as shopping carts and point of sale keypads should be cleaned and disinfected before each use.
- **High touch surfaces include:**
 - Tables, doorknobs, light switches, countertops, handles, desks, phones, keyboards, toilets, faucets, sinks, etc.

Disinfecting:

- **Recommend use of EPA-registered household disinfectant external.**
- **Follow the instructions on the label** to ensure safe and effective use of the product.
- Many products recommend:
 - Keeping surface wet for a period of time (see product label).
 - Precautions such as wearing gloves and making sure you have good ventilation during use of the product.
- **Diluted household bleach solutions may also be used** if appropriate for the surface.
 - Check the label to see if your bleach is intended for disinfection and has a sodium hypochlorite concentration of 5%–6%. Ensure the product is not past its expiration date. Some bleaches, such as those designed for safe use on colored clothing or for whitening may not be suitable for disinfection.



- Unexpired household bleach will be effective against coronaviruses when properly diluted. **Follow manufacturer's instructions** for application and proper ventilation. Never mix household bleach with ammonia or any other cleanser. **Leave solution** on the surface for at least **1 minute**.
- Bleach solutions will be effective for disinfection up to 24 hours.
- **Alcohol solutions with at least 70% alcohol may also be used.**

COVID – 19 SAFETY TRAINING:

For symptoms of COVID-19 see the “symptom monitoring” section.

If St. Luke's becomes aware of anyone who has COVID-19 or any of these symptoms while on St. Luke's property, they should be brought to room 231 by the chapel for quarantine.

Proper use of PPE:

How to Put On (Don) PPE Gear

More than one donning method may be acceptable. Training and practice using your healthcare facility's procedure is critical. Below is one example of donning.

1. **Identify and gather the proper PPE to don.** Ensure choice of gown size is correct (based on training).
2. **Perform hand hygiene using hand sanitizer.**
3. **Put on facemask.**
4. **Perform hand hygiene before putting on gloves.** Gloves should cover the cuff (wrist) of gown.

How to Take Off (Doff) PPE Gear

More than one doffing method may be acceptable. Training and practice using your healthcare facility's procedure is critical. Below is one example of doffing.

1. **Remove gloves.** Ensure glove removal does not cause additional contamination of hands. Gloves can be removed using more than one technique (e.g., glove-in-glove or bird beak).
2. **Perform hand hygiene.**
3. **Remove facemask.** Do not touch the front of the facemask.
4. **Perform hand hygiene after removing the facemask and before putting it on again if your workplace is practicing reuse.**



EXPOSURE RESPONSE PROCEDURES:

Employee/Congregant Exhibits COVID-19 Symptoms

If an employee/congregant exhibits COVID-19 symptom, the employee/congregant should remain at home until he or she is symptom free for 72 hours (3 full days) without the use of fever-reducing or other symptom-altering medicines (e.g., cough suppressants). St. Luke's will similarly instruct an employee/congregant who reports symptoms to return home until he or she is symptom free for 72 hours (3 full days). To the extent practical, employee/congregants are instructed to obtain a doctor's note clearing them to return to work.

Employee/Congregant Tests Positive for COVID-19

If St. Luke's becomes aware of an employee/congregant who tests positive for COVID-19 they should be directed to self-quarantine away from work. Employee/congregants that test positive and are symptom free may return to work when at least seven (7) days have passed since the date of his or her first positive test and have not had a subsequent illness.

Employee/congregants who test positive and are instructed to care for themselves at home may return to work when: (1) at least 72 hours (3 full days) have passed since recovery; and (2) at least seven (7) days have passed since symptoms first appeared. Employee/congregants who test positive and have been hospitalized may return to work when instructed to do so by their medical care providers. St. Luke's will instruct an employee/congregant to provide documentation clearing his or her return to work.

Employee/Congregant Has Close Contact with an Individual Who Has Tested Positive for COVID-19

If St. Luke's becomes aware of an employee/congregant who has come into close contact with an individual who has tested positive for COVID-19 (co-worker or otherwise) they should self-quarantine for 14 days from the last date of close contact with that individual. Close contact is defined as six (6) feet for a prolonged period of time.

If St. Luke's learns that an employee/congregant has tested positive, St. Luke's will attempt to notify people who may have been in contact with the infected member, as well as the family.

POST-EXPOSURE INCIDENT PROJECT:

Cleaning and disinfecting areas that have been exposed:

- If feasible, close off areas used by a sick person and do not use these areas until after cleaning and disinfecting
- Wait at least 24 hours before cleaning and disinfecting.
- Follow the disinfecting and cleaning procedures in the "location disinfection procedures" section.