

COVID-19 Preparedness Plan for Grace Lutheran Church, Erskine

Grace Lutheran Church is committed to providing a safe and healthy place to gather. To ensure that, we have developed the following Preparedness Plan in response to the COVID-19 pandemic. All people who utilize the church building are responsible for implementing this plan. Our goal is to mitigate the potential for transmission of COVID-19 in our church and that requires full cooperation among everyone using the building. Only through this cooperative effort, can we establish and maintain the safety and health of our Employees/Members/Visitors.

Our Preparedness Plan follows Centers for Disease Control and Prevention (CDC) and Minnesota Department of Health (MDH) guidelines in relation to:

- hygiene and respiratory etiquette;
- engineering and administrative controls for social distancing;
- housekeeping – cleaning, disinfecting and decontamination;
- prompt identification and isolation of sick persons;

Screening and policies for Employees/Members/Visitors exhibiting signs and symptoms of COVID-19

The following screening policies and procedures are being implemented:

Employees/Members/Visitors will be asked to self-screen themselves prior to entering the workplace,

utilizing the screening form posted at entry points to the building. Anyone experiencing any of the listed symptoms should return home immediately.

Handwashing

Basic infection prevention measures are being implemented at our church at all times. All people are asked to wash their hands for at least 20 seconds with soap and water frequently throughout the day, but especially at the beginning and end of their shift/meeting, prior to any mealtimes and after using the toilet. All visitors who enter the facility will be required to wash their hands upon entering the facility. The church will have hand-sanitizer dispensers (that use sanitizers of greater than 60% alcohol) that can be used for hand hygiene in place of soap and water, as long as hands are not visibly soiled.

Hand sanitizer and soap will be available for Employees/Members/Visitors to utilize when they are in the church. Signage encouraging Employees/Members/Visitors to wash and sanitize hands while in the office setting will be placed in conspicuous places throughout the building.

Respiratory etiquette: Cover your cough or sneeze

Employees/Members/Visitors are being asked to cover their mouth and nose with their sleeve or a tissue when coughing or sneezing and to avoid touching their face, in particular their mouth, nose and eyes, with their hands. They should dispose of tissues in the trash and wash or sanitize their hands immediately afterward. Respiratory etiquette will be demonstrated on posters and supported by making tissues and trash receptacles available to all Employees/Members/Visitors.

Social distancing

Social distancing is being implemented in the church through the following engineering and administrative controls:

- While in the church, people are to maintain six feet distance between each other
 - Please be courteous and wear a mask, especially when six feet distance cannot be maintained, or when group size is greater than 10
- Meetings and events that require close contact will be suspended, moved to virtual format, or ensure that social distance can be maintained amongst attendees in the rooms

Housekeeping

Regular housekeeping practices are being implemented, including routine cleaning and disinfecting of work surfaces, equipment, and areas

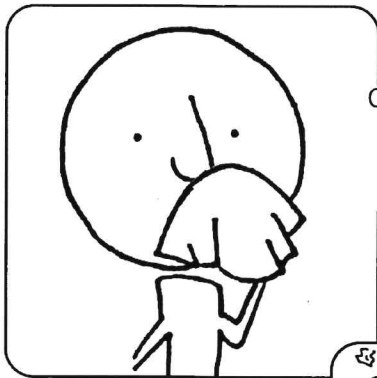
in the church environment, including restrooms, the kitchen, and meeting rooms. Frequent cleaning and disinfecting will be conducted in high-touch areas, such as door handles, railings, light switches, copy machines, countertops, etc.

All Employees/Members/Visitors in the church are asked to clean and disinfect high touch, common area equipment following each use of such equipment (i.e. copiers, miscellaneous workroom equipment, kitchen equipment, etc.). Employees are also expected to clean and disinfect their personal workspaces. The church will provide supplies such as; wipes, disinfectant spray, disposable towels, bleach solution spray bottles, tissues, etc. If you need additional supplies, contact the church office.

If an Employee/Member/Visitor is diagnosed with COVID-19 and was in the church building, Grace Lutheran Church will follow the most up to date guidance from [CDC on cleaning and disinfection recommendations](#).

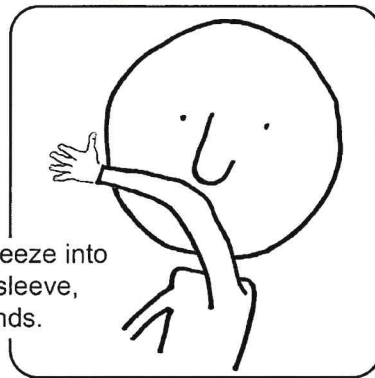
Stop the spread of germs that make you and others sick!

Cover your Cough



Cover your mouth
and nose with a
tissue when you
cough or sneeze

or
cough or sneeze into
your upper sleeve,
not your hands.

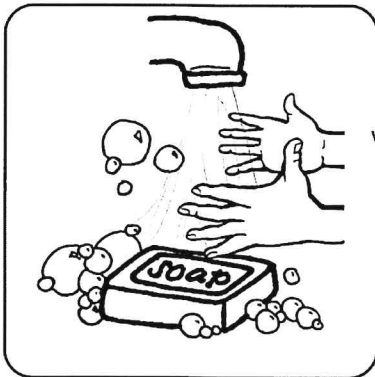


Put your used tissue in
the waste basket.



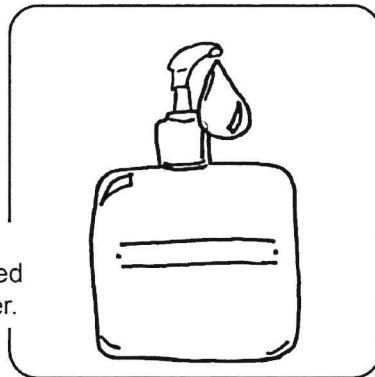
Clean your Hands

after coughing or sneezing.



Wash hands
with soap and
warm water

or
clean with
alcohol-based
hand cleaner.



Minnesota Department of Health
625 N Robert Street, PO Box 64975
St. Paul, MN 55164-0975
651-201-5414 TDD/TTY 651-201-5797
www.health.state.mn.us



Minnesota
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INFECTION CONTROL AND EPIDEMIOLOGY, INC.

04/11/12/5

How to Protect Yourself and Others

Know how it spreads



- There is currently no vaccine to prevent coronavirus disease 2019 (COVID-19).
- **The best way to prevent illness is to avoid being exposed to this virus.**
- The virus is thought to spread mainly from person-to-person.
 - » Between people who are in close contact with one another (within about 6 feet).
 - » Through respiratory droplets produced when an infected person coughs, sneezes or talks.
 - » These droplets can land in the mouths or noses of people who are nearby or possibly be inhaled into the lungs.
 - » Some recent studies have suggested that COVID-19 may be spread by people who are not showing symptoms.

Everyone should

Clean your hands often



- **Wash your hands** often with soap and water for at least 20 seconds especially after you have been in a public place, or 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.** Cover all surfaces of your hands and rub them together until they feel dry.
- **Avoid touching your eyes, nose, and mouth** with unwashed hands.

Avoid close contact



- **Stay home if you are sick.**
- **Avoid close contact** with people who are sick.
- **Put distance between yourself and other people.**
 - » Remember that some people without symptoms may be able to spread virus.
 - » This is especially important for **people who are at higher risk of getting very sick.** www.cdc.gov/coronavirus/2019-ncov/need-extra-precautions/people-at-higher-risk.html



CS 316291A 05/05/2020

cdc.gov/coronavirus

Cover your mouth and nose with a cloth face cover when around others



- **You could spread COVID-19 to others** even if you do not feel sick.
- **Everyone should wear a cloth face cover when they have to go out in public**, for example to the grocery store or to pick up other necessities.
 - » Cloth face coverings should not be placed on young children under age 2, anyone who has trouble breathing, or is unconscious, incapacitated or otherwise unable to remove the mask without assistance.
- **The cloth face cover is meant to protect other people** in case you are infected.
- Do **NOT** use a facemask meant for a healthcare worker.
- Continue to **keep about 6 feet between yourself and others**. The cloth face cover is not a substitute for social distancing.

Cover coughs and sneezes



- **If you are in a private setting and do not have on your cloth face covering, remember to always cover your mouth and nose** with a tissue when you cough or sneeze or use the inside of your elbow.
- **Throw used tissues** in the trash.
- Immediately **wash your hands** with soap and water for at least 20 seconds. If soap and water are not readily available, clean your hands with a hand sanitizer that contains at least 60% alcohol.

Clean and disinfect



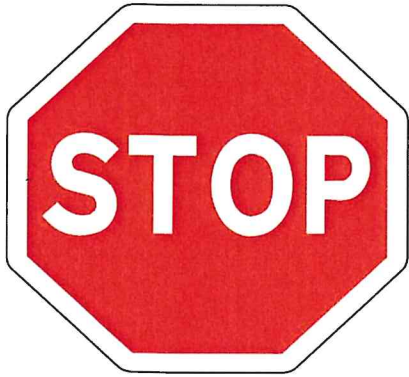
- **Clean AND disinfect frequently touched surfaces** daily. This includes tables, doorknobs, light switches, countertops, handles, desks, phones, keyboards, toilets, faucets, and sinks. www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/disinfecting-your-home.html
- **If surfaces are dirty, clean them:** Use detergent or soap and water prior to disinfection.
- **Then, use a household disinfectant.** You can see a list of [EPA-registered household disinfectants here](#).



HAVE YOU GONE THROUGH THIS CHECKLIST?

HAVE YOU HAD ANY OF THE FOLLOWING SYMPTOMS SINCE THE LAST TIME YOU WERE HERE THAT YOU CANNOT ATTRIBUTE TO ANOTHER HEALTH CONDITION? IF YOU ARE HAVING ANY OF THESE SYMPTOMS, PLEASE RETURN HOME IMMEDIATELY.

- FEVER (100.4 OR HIGHER), OR FEELING FEVERISH?
- CHILLS?
- A NEW COUGH?
- SHORTNESS OF BREATH?
- A NEW SORE THROAT?
- NEW MUSCLE ACHES?
- NEW HEADACHE?
- NEW LOSS OF SMELL OR TASTE?



BEFORE USE OF KITCHEN:

WASH/SANITIZE YOUR HANDS

AFTER USE OF KITCHEN:

WIPE DOWN/DISINFECT SURFACES
WITH PROVIDED SUPPLIES