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**Code Blue: Shelter In Place Protocols**

1. **COVID-19 Symtoms (per CDC)**

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 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

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| **When to seek emergency medical attention**  Look for **emergency warning signs** for COVID-19. If someone is showing any of these signs (This list is not all possible symptoms), **seek emergency medical care** **immediately:**   * Trouble breathing * Persistent pain or pressure in the chest * New confusion * Inability to wake or stay awake * Bluish lips or face   **Call 911 or call ahead to your local emergency facility:**Notify the operator that you are seeking care for someone who has or may have COVID-19. |

1. **Supplies**
   * Soap Dispenser
   * Alcohol based hand sanitizers with at least 70% alcohol
   * Tissues
   * Trash baskets
   * Masks
   * Cleaning supplies: see [CDC website for disinfecting](https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/disinfecting-your-home.html) for proper solution proportions.
   * Personal protective equipment
   * Barriers (if separate room/area is not accessible): room divider
2. **Facility Layout**
   * Use physical barriers to protect staff who will have interactions with clients with unknown infection status (e.g. check-in staff). For example, install a sneeze guard, provide face shields at the check-in desk or place an additional table between staff and clients to increase the distance between them to at least 6 feet.
   * Arrange beds/mats to make sure each client is at least 6 feet apart.
   * Client’s should sleep head to toe (guest faces should not face each other)
   * Create a designated area for guests who show developing signs of COVID-19 ( see above CDC information)
   * Guest list should not exceed 10
3. **Volunteers (*this includes staff and parishioners*):**

* Each volunteer should be encouraged to check their temperature prior to arriving to work. 2 weeks isolation is needed for any volunteer with symptoms before they can return to volunteer.
* Anyone who shows symptoms of illness (even if it is deemed a cold) must stay home
* Create a sign in sheet for all volunteers. Make sure the date, name, and contact information is included. This list should be kept confidential. In case a volunteer tests positive for COVID-19 the names on the list should not be shared publicly. The purpose of this sign in sheet is for contact tracing only.
* Those considered high risk should refrain from in person volunteer work.
* Schedule volunteers in shifts. Keep these groups to bare minimum (no more than 5 if possible)
* Volunteers working in one area should adhere to the 6 foot physical distance rule
* **Everyone must wear a mask at all times (covering nose and mouth)**

1. **Operations**
   * All guests must have their temperature taken prior to entering the building
   * All guests must wear a mask the entire time within the building
   * Each guest must sign in to assist with contact tracing if needed.
   * The church cannot accommodate guests who are identified as COVID positive.
     1. A warm handoff to a hospital or organization that care for COVID patients should be done.
   * If a guest shows developing symptoms during their stay, they should be moved to the designated area and supervised for worsening symptoms
   * If a guest shows any hint of signs indicated under *When to seek emergency medical attention or* call 911
   * Any possible COVID positive cases within Parish Code Blue Shelters must be reported to the Diocesan office.
   * Staff/volunteers should not handle personal belongings of guests
   * Regularly clean and disinfect high-touch surfaces such as faucets, toilets, doorknobs, and light switches. More than once during operating hours of the code blue shelter
     1. Clean, and disinfect restrooms often using disinfectants that are effective against SARS-CoV-2, the virus that causes COVID-19.
     2. Wipe down mats after each use