

MCC Richmond

Exposure or Testing Positive to COVID Procedure Policy

In an effort to ensure in-person worship and ministry activity is as safe as possible and ministry leaders have the ability to contact ministry participants, the following procedure should be followed in the event that someone identifies as being exposed or tests positive for COVID:

1. Everyone attending in-person worship or ministry activity must sign-in every time they attend a ministry function and provide **phone and/or email** contact information. Sign-in sheets will be provided by the church office.
2. Ministry participants are encouraged and asked to contact the ministry leader if they have been exposed or test positive for COVID.
3. In the event that someone identifies they have been exposed or test positive for COVID, thank the individual for contacting the ministry leader and:
 - Check the Virginia Department of Health website at www.vdh.virginia.gov/coronavirus for the latest protocols and information regarding exposure or testing positive for COVID.
 - With this information, immediately notify everyone on the sign-in sheet at the event that someone at the event was exposed or tested positive for COVID. **The name of the individual should remain confidential.**
 - The pastor should also be notified that someone has been exposed or tested positive for COVID. The name of the individual may be shared with the pastor only. If the pastor is not available, i.e. on vacation, out of town, or on sabbatical, the Vice Moderator of the Board of Directors should be notified. If the Vice Moderator is not available, contact any member of the Board of Directors.
4. Anyone not wishing to sign-in and provide contact information is requested to refrain from in-person ministry involvement.