

RESOURCE 11: RESPONDING TO AN OUTBREAK OF COVID-19 IN A PARISH SETTING

****If you develop symptoms of COVID-19, self-isolate immediately and inform your assigned COVID-19 manager****

Please read this resource in conjunction with Checklist No 4 on Health and Safety Authority Website.

https://www.hsa.ie/eng/topics/COVID-19/return_to_work_safely_templates_and_checklists/employers-checklist-no-41.pdf

If a Priest/Deacon/Staff Member or Volunteer develops symptoms of COVID-19 while in the workplace

Each person must have a plan in place in the event of feeling ill at work, including knowing who in the parish to inform, and how they will get home safely without using public transport.

- ✓ They should stop what they are doing and isolate immediately from other people
- ✓ If not wearing a face mask, put one on and keep a distance of least 2 metres from others
- ✓ Inform others in the building and the person to whom you report
- ✓ They should go home as soon as possible
- ✓ Implement transport home plan and call their GP when they get home. Do not use public transport of any kind to go home

The Parish Team will:

- ✓ Arrange for cleaning and disinfection of any areas involved, at least one hour after the affected person has left the building
- ✓ Assist with Contact Tracing by the HSE. Please consult your volunteer contact tracing log

If a person is very unwell and cannot go home immediately:

- ✓ Remain self-isolating in the building. (An isolation area should be identified in the parish plan)
- ✓ Contact your GP
- ✓ Avoid touching people, surfaces and objects

- ✓ Cover your mouth and nose with tissues when you cough or sneeze. Bin the tissues in a waste bag.

If a person has to leave work because of coronavirus-related symptom the area must close until it is established that it is safe to resume work. The extent of the closure will depend on what the volunteer was doing and where.

If a member of the Congregation becomes ill during Mass

- ✓ Stewards should be informed and should calmly ask others who may be nearby to move
- ✓ Ask the person who is unwell to move to the isolation area, unless he/she is able to go home safely
- ✓ Arrange for cleaning and disinfection of any areas involved, at least one hour after the affected person has left the building
- ✓ Assist with Contact Tracing by the HSE, by seeking the contact details of those who were in the immediate area

If a member of the congregation informs you they have confirmed COVID-19

- ✓ Enquire if they have followed national guidelines for a COVID-19 confirmed patient
- ✓ Enquire if they have had contact tracing done by the HSE
- ✓ If you consider it appropriate, seek advice from the HSA

If a priest/deacon is a confirmed case of COVID-19 or is identified as a close contact of a confirmed case and is required to self-isolate for two weeks

- ✓ Immediately self-isolate follow guidance available at www.hse.ie
- ✓ Inform your staff and parish support team
- ✓ Implement plan for ministry cover that has been arranged in your diocese
- ✓ Notify parishioners via relevant communication channels
- ✓ Return to work as advised by your GP. Complete return to work documentation for approval by your Bishop/Diocesan Administrator