



**1. If a parishioner attends Mass and later discovers they have tested positive for COVID-19**

Contact your local health department and make a report with the specific date and time the parishioner attended Mass. If your city/town does not have a health department, contact the county health department. Follow their instructions. If proper protocols of social distancing and masks were followed, then you most likely will not need to shut down. It is best to notify the parish of the specific date and Mass that the person attended. Arrange for a thorough cleaning of the building before Mass is celebrated again. The parishioner involved must complete isolation period before returning to Mass or any parish activities.

**2. If a staff member tests positive for COVID-19**

Contact your local health department and make a report. Follow their instructions. The employee must not come to work and needs to be in isolation. If the staff person was in contact with other staff/office members, it may be best to shut down the office and request that those who were in contact be tested. A thorough cleaning of the parish must be done. Notifying parishioners may be necessary if the staff person had contact with parishioners, but do not reveal the name of the staff member. The staff person should not return to the parish until a minimum of 14 days and having a negative test. If able, the staff member can work from home.

**3. If a priest tests positive for COVID-19**

Contact your local health department and make a report. Follow their instructions. The priest must isolate in their residence. Assuming the priest had contact with many people at the parish, the parish should shut down and parishioners should be notified. Anyone who had close contact with Father should consider being tested and self-quarantine. Arrange for a thorough cleaning of the parish buildings before the parish reopens.

**4. If a priest has been in close contact with someone who has tested positive for COVID-19**

The priest should self-quarantine and be tested for COVID-19. The results may take a few days, so out of an abundance of caution, the priest should avoid contact with others and should do no public ministry until the test results are known. If positive test see #3 above.

**5. If a staff member has a member of their household test positive for COVID-19**

The staff member must self-quarantine and should consider being tested for COVID-19. The results may take a few days, so out of an abundance of caution, the staff member should avoid contact with others and work from home until the test results are known. Even after a negative test result, if the staff member continues to live in the same household with a person who has tested positive for COVID-19, abundant caution should be used and they should not return to the office for a minimum of 14 days.