

**STEPS AFTER RECEIVE NOTIFICATION OF EXPOSURE**

Once informed that someone who participated in a faith formation program/youth activity has tested positive for COVID-19, the parish catechetical leader (or pastor-designated staff) will follow these steps to inform close-contacts and others involved with the program for their health and the common good.

1. Notify pastor and diocesan director of lifelong faith formation of the exposure
2. Identify close contacts (see graphic)
  - A. Designated staff determine who within the parish may constitute a close contact.
    - i. In general, a close contact is defined as an individual with exposure to the confirmed or probable case within 6 feet for 15 minutes or more (cumulatively in one day) regardless of individuals wearing face coverings or having direct physical contact with a person with confirmed COVID-19 during the infectious period (physical touch or direct contact with secretions or excretions of an infected individual).
    - ii. If students were masked throughout the session, only those children/youth who were less than 3 feet from the person with confirmed COVID-19 or had direct physical contact are considered close contacts.
3. Communicate exposure in a timely manner (samples follow)
  - A. Craft communications to impacted persons/families, taking care not to reveal personally identifiable information about the individual(s) who tested positive (see sample letters)
    - i. Circumstances of exposure
    - ii. Next steps for individuals, including Maine CDC links
    - iii. Next steps for program
  - B. Make initial contact with close contacts within 24 hours of notification, especially those who are unvaccinated to ensure they begin their quarantine period immediately.
    - i. Testing

Maine CDC recommends testing for all close contacts of persons with SARS-CoV-2 infection.

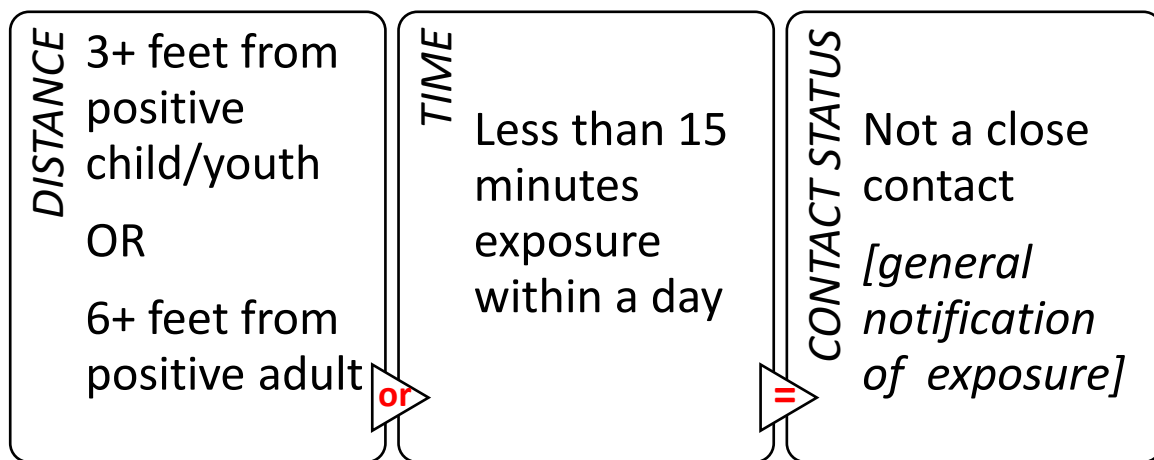
      - a. Unvaccinated close contacts should test 5-7 days after exposure, regardless of symptoms.
      - b. Fully vaccinated close contacts should test 5-7 days after exposure and wear a face covering in public until they receive a negative test result or after 14 days from the exposure. Fully vaccinated close contacts should be tested immediately if they develop any symptoms.

## Parish Faith Formation Covid19 Exposure Procedure

- c. In general, individuals who test positive should not be retested for 90 days following the date of the positive test result. However, an individual who develops new onset of symptoms consistent with COVID-19 infection during the 90-day period following the initial positive test collection date should be retested and should isolate until 24 hours after symptoms have resolved although there will not be contact tracing. An individual who tests positive again 90 days after the last positive test must complete isolation following the new, positive result.
  - ii. Quarantine
    - a. Unvaccinated close contacts or those who are partially vaccinated must remain in isolation for 5 days after exposure. If test results are negative, they may be in public if they wear a mask around others and have no symptoms. If positive, they must quarantine for another 5 days.
    - b. Fully vaccinated and boosted close contacts do not need to quarantine unless they themselves become symptomatic. However, they should wear a face covering in public until they receive a negative test result or after 10 days from the exposure.
- C. Continuing Sessions
  - i. Sessions may continue as usual with any group not involved in the exposure during faith formation or otherwise in quarantine due to exposure elsewhere.
  - ii. Cancel any session where more than one-third of a particular group is currently in quarantine or tests positive, whether or not those individuals are symptomatic.

**DETERMINING CLOSE-CONTACTS**

**For Child/Youth Participants**



**For Adult Participants/Leaders**



**SAMPLE COMMUNICATION TO CLOSE-CONTACTS**

Dear <PARENT/GUARDIAN/VOLUNTEER>,

This letter is to inform you that you/your child has been identified as a close contact to a Coronavirus Disease 2019 (COVID-19) case from a faith formation-based exposure on <DATE>. This means that you/your child will need to wear masks around for 10- full-days from last exposure to this individual and may need to isolate (stay at home) unless you/your child is fully vaccinated or has had COVID-19 within the last 90 days and are no longer infectious. A flow chart to help determine this is included below [or is available on the [Maine CDC website](#)]

Testing is recommended. Five to seven days is the average length of time it takes to have enough virus in the body to show up on a test result. Unvaccinated close contacts should test as soon as possible after exposure, regardless of symptoms and if that test is negative, the close contact should be re-tested 5-7 days later. If you/your student tests positive, it may increase the length of time that you/your child would need to stay home. Currently, you/your child can come back to faith formation on <DATE 10 days after exposure> so long as you/they do not have any symptoms and have not tested positive.

Please monitor yourself/your child for signs and symptoms. Call a health care provider if symptoms start. Stay home if you are sick or are experiencing any listed symptoms:

- 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
- confusion
- pressure or pain in the chest
- blue/gray-tinged skin/lips/nail beds
- inability to wake or stay awake

Please keep in mind that many things can cause respiratory illness, so being up-to-date with influenza and routine vaccinations decreases the likelihood of children, youth, and adults will develop these symptoms.

Maine CDC recommends prevention measures to prevent the spread of COVID-19. These measures include proper handwashing with soap and warm water, which is especially important after using the bathroom, before eating, and after blowing your nose, coughing, or sneezing. When soap and water is not available, use an alcohol-based hand sanitizer with at least 60 percent alcohol. Avoid touching your eyes, nose, and mouth with unwashed hands and avoid close contact with people who are sick. Stay home while you are sick and avoid close contact with others. Wear a well-fitting, multi-layer face covering in public indoor spaces, especially if you are not vaccinated. Cloth face coverings are recommended in indoor public settings for people over 5 years of age. Get a COVID-19 vaccine when it is available to you. When in public, avoid social distances of less than 6 feet and direct physical contact.

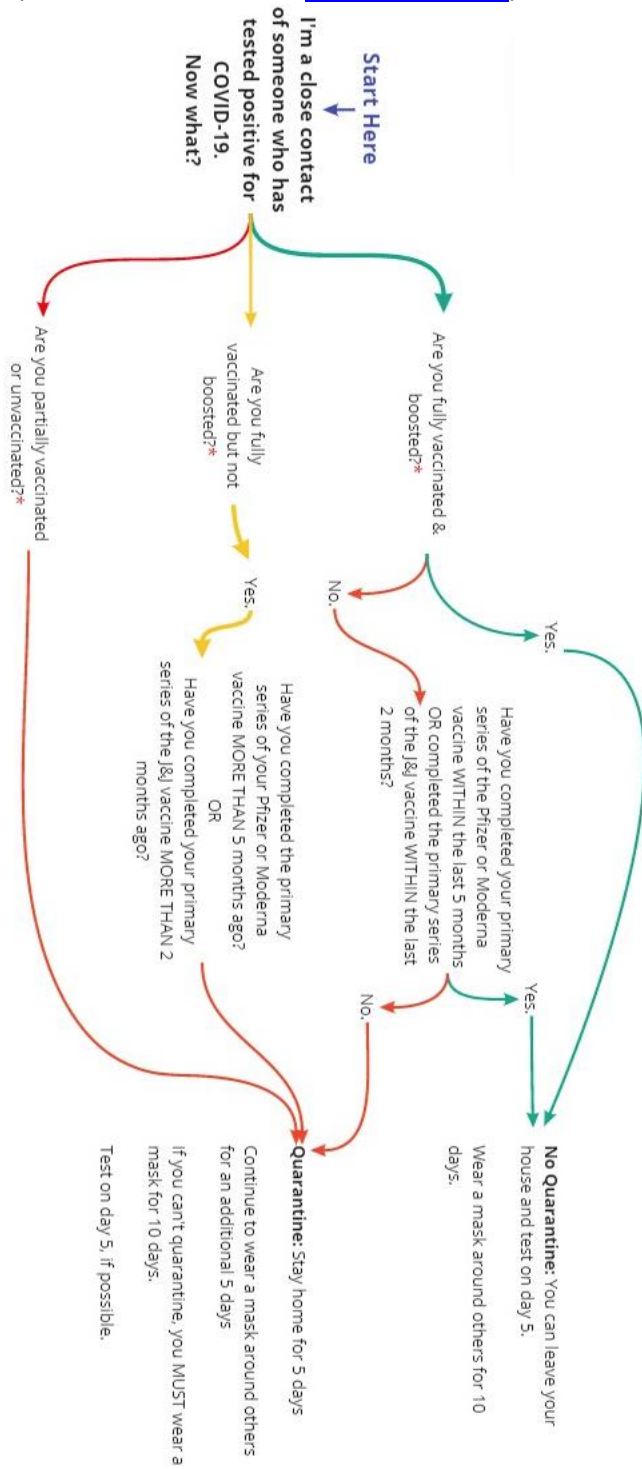
For general COVID-19 questions, dial 211 (or 1-866-811-5695). Call a health care provider for questions about your symptoms. More information can be found at [www.maine.gov/dhhs/coronavirus](http://www.maine.gov/dhhs/coronavirus) or [www.cdc.gov/coronavirus](http://www.cdc.gov/coronavirus).

Sincerely,

<Parish Catechetical Leader>

Isolation and Quarantine Guidance for Close Contacts who are not healthcare workers  
(from the Maine CDC [January 7, 2022](#))

Updated: January 7, 2022  
Created by the Maine Center for  
Disease Control & Prevention



**\*If you develop symptoms, stay home, isolate, get tested, and contact your healthcare provider if symptoms persist.**



If you develop symptoms or test positive follow the [current CDC quarantine requirements](#)

**SAMPLE GENERAL COMMUNICATION ABOUT CASE**

<DATE>

Dear Students, Families, and Volunteers,

This letter is to inform you that an individual associated with <parish> faith formation/youth ministry at <location> on <date> recently tested positive for Coronavirus Disease 2019 (COVID-19). All close-contacts have been notified, and there is no impact to the greater parish community at this time. We are informing you out of care for you and our mutual commitment to the common good. Please monitor yourself/your child for signs and symptoms. Our faith formation program will <decision about continuing as scheduled or any alterations>. Please remember to complete the COVID-19 self-check before coming to any session.

COVID-19 is a respiratory illness that ranges from mild to severe. It can be more severe in adults 60 years and older and in those with underlying conditions. The virus mainly spreads when an infected person coughs or sneezes and an uninfected person breathes in the virus. Signs and symptoms include:

- 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
- confusion
- pressure or pain in the chest
- blue/gray-tinged skin/lips/nail beds
- inability to wake or stay awake

Call a health care provider if symptoms start. Stay home if you are sick or are experiencing any listed symptoms. Please keep in mind that many things can cause respiratory illness, so being up-to-date with influenza and routine vaccinations decreases the likelihood of children, youth, and adults will develop these symptoms.

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<Parish Catechetical Leader>