Service of Commissioning – Friday, September 11, 2020

at Woodlake UMC in Chesterfield, VA

**All persons must complete and return the Health Acknowledgement Form found on page 2, to ClergyExcellence@vaumc.org before September 4.**

Bishop Lewis announced the cessation of in-person worship in Virginia due to COVID-19 in March of 2020 after significant prayer and thoughtful consultation with experts in the religious, legal, and scientific communities. Her closure of our churches was done with the singular goal of saving lives and keeping individuals and their communities healthy, as we did our part as United Methodists to help stop the spread of the novel coronavirus.

In late April, Bishop Lewis formed a workgroup that consulted professionals and resources from a variety of disciplines to develop plans and procedures for resuming in-person worship and gatherings in churches with the same goal of keeping individuals and their communities healthy and safe.

The following Health Acknowledgement Form is part of the Virginia plan and procedure for returning the conference to in-person worship and gatherings with the safety of all in mind.

If you have any questions about this document, please contact Rev. Lindsey Baynham at LindseyBaynham@vaumc.org.

The Center for Clergy Excellence is grateful to the team at Woodlake United Methodist Church for their hospitality and we have worked in conjunction with their Healthy Church Team to create the safest experience for all participants. Please observe the following “rules of the day”:

* Arrive on property no later than 10:15 a.m. Park leaving at least one space between cars. Candidates and sponsors/guests should approach the check-in table together as a “cluster”. Please keep an appropriate distance between each other and between another candidate’s cluster who is checking in. All persons should be in their place no later than 10:45 a.m.
* All persons will wear a face covering/mask at all times inside the building. You are asked to bring your own covering/mask with you. You will be asked to leave the building if you do not comply.
* The day of the service, any person who has 2 or more of the listed symptoms (page 2), or who has been in recent contact with anyone experiencing symptoms of COVID-19, will not be admitted. This includes candidates and sponsors/guests.
* On Friday morning at home, take your temperature before leaving the house. If your temperature is more than 100.4 degrees Fahrenheit, you will not be admitted. You will be asked the health questions (page 2) again upon arrival and check-in.
* No children under the age of 7 will be permitted to attend.
* Keep at least 6-feet of distance from other persons with whom you have not been quarantined. Candidates and sponsors/guests will sit in clusters to allow for distance between each other and between another candidate’s cluster.
* Do not touch surfaces unnecessarily.
* Wash your hands and keep them away from your face.
* Restrooms will be cleaned periodically throughout the event.
* Do not linger in the building after the benediction. Photos may be taken outside.
* A reminder that the service will be live streamed; details available at [www.vaumc.org/ClergyExcellence](http://www.vaumc.org/ClergyExcellence).

**HEALTH ACKNOWLEDGEMENT FORM**

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These questions are to screen for people who could transmit the virus causing COVID-19. The information will remain confidential and reviewed only by local clergy, the District Superintendent, the Bishop, the Chancellor or the Department of Health for possible contact tracing. **Please return form by email to ClergyExcellence@vaumc.org before September 4.** If you do not have email, call (804) 521-1126 and provide the information below on the telephone.

You will be asked these questions again upon arrival on Friday, September 11. Persons who have 2 or more of the listed symptoms or who have been in contact with anyone experiencing symptoms of COVID-19 in the past 14 days cannot attend the Service of Commissioning.

**Place an “X” within the brackets to indicate your answer to each question.**

1. **TRAVEL**: Have you traveled away from your regular living area (many members live in neighboring states and commute into Virginia—that does not count as travel to another state) to another state or outside the country in the past 14 days? Please indicate.

[ ] Yes [ ] No

If yes, where did you go?

1. **SYMPTOMS**: Please check Yes or No as to whether you are now experiencing, or have experienced during the past **14 DAYS, ANY** of these symptoms:
   1. Fever, feeling hot, or feverish [ ] Yes [ ] No
   2. Shortness of breath or difficulty breathing [ ] Yes [ ] No
   3. Chills, or repeated shaking with chills [ ] Yes [ ] No
   4. Cough [ ] Yes [ ] No
   5. Flu-like symptoms, diarrhea,

intestinal upset, or fatigue [ ] Yes [ ] No

* 1. Sore throat [ ] Yes [ ] No
  2. Headache [ ] Yes [ ] No
  3. Muscle pain [ ] Yes [ ] No
  4. Recent loss of taste or smell [ ] Yes [ ] No

1. **CONTACT**: Have you come in contact with someone experiencing symptoms of COVID-19 identified in #2 above **in the past 14 days**? Please indicate.

[ ] Yes [ ] No

If yes, please explain who you came in contact with, where you came in contact, and why you came in contact with this person.

1. **TESTING**:
   1. I tested positive for COVID-19. [ ] Yes [ ] No
   2. I have or had symptoms of COVID-19 and

I am waiting for results of COVID-19 testing. [ ] Yes [ ] No

* 1. If tested for COVID-19, I agree to provide the

results of my test to my clergy, DS, and Bishop. [ ] Yes [ ] No

1. **AFTER SERVICE HEALTH CHANGE**: If I develop 2 or more of the common symptoms of COVID-19 listed above after attending an In-Person service, I will immediately contact ClergyExcellence@vaumc.org and I will avoid contact with others and seek immediate medical attention.

[ ] Yes [ ] No

**With my name entered below, I acknowledge and agree that these statements are correct.**

Name Date Phone Number