

Wi-Ne-Ma Christian Camp Communicable Disease Management Plan

June 18, 2020 (Draft)

Purpose Statement:

Winema Christian Camp was founded in 1945 for the primary purpose of proclaiming the gospel of Jesus Christ and encouraging people to come into a relationship with Him as their Lord and Savior. Winema does this primarily through youth, adult, and family camps and conferences via a Christian Camping experience where people are surrounded by God's magnificent beauty as on display at the Oregon Coast. Here at Winema, people can come to know Christ, and be encouraged to more fully understanding what it means to live as a Christ follower.

In order to accomplish the primary purpose, Wi-Ne-Ma Christian Camp aims to provide a safe place of ministry for camp and conference participants, employees, volunteers, and guests.

This document addresses the risk of communicable diseases at camp with special emphasis on Covid-19. Following are strategies to help minimize the potential that communicable illness will occur (prevention) and strategies to use when an outbreak occurs (response).

Incident Response Coordinator: Leroy Shepherd

Wi-Ne-Ma Christian Camp – Employees and Individual Camp Volunteers¹

To protect yourself and others:

- Do not report to work if feeling ill. Any employee or volunteer who begins exhibiting symptoms of Covid-19 during their shift will be sent home.
 - Re-entry for an employee who has had a temperature of 100.4 or above: The employee should remain home until 72 hours after the fever is gone, without use of fever reducing medicine.
 - Re-entry for an employee who has had other symptoms of Covid-19: the affected employee should remain home for at least 10 days after illness onset AND 72 hours after fever is gone, without the use of fever reducing medicine.
- Employees and volunteers must report if they have been exposed to Covid-19. They should stay home, with re-entry allowed with a reported negative Covid-19 test result of the presumptive case or a negative test result for the employee.
- Physical Distancing Guidelines: All employees are instructed to adhere to physical distancing guidelines, including:
 - Staying at least 6 feet apart whenever possible.

¹ We have several who volunteer individually on a regular basis. The policies for Employees also apply to those volunteers.

- Use face masks or face shields if work requires closer proximity.
- WHEN GUEST GROUPS ARE IN: wear face mask or face shield or remain behind physical partition, keep a face mask or face shield with you.
 - Inside buildings
 - When engaged in conversation or in areas where guests are located or moving through
 - While cleaning or setting up facilities – (restrooms, cabins, meeting areas)
 - While serving meals (dining hall)
 - While registering guests or engaged in customer service requests (office, registration desk)
- Wash your hands frequently with soap and water or use an alcohol-based hand rub if your hands are not visibly dirty
- Practice good respiratory hygiene, that is, when coughing and sneezing, cover your mouth and nose with flexed elbow or tissue – discard tissue immediately into a closed bin and clean your hands with alcohol-based hand rub or soap and water.
- Arrange to have any meetings or conversations in a space where the distancing requirements can be met.
- Avoid touching your eyes, nose and mouth – if you touch your eyes, nose or mouth with your contaminated hands, you can transfer the virus from the surface to yourself.
- Wash hands with soap for 20 seconds frequently (after using the restroom, before and after meals, after coming inside a building, after sneezing or blowing the nose, or coughing).
- Should an employee show symptoms of Covid-19 while at work:
 - They will be immediately sent home
 - Incident Response Coordinator with Facilities Manager will determine spaces the individual may have touched. Those spaces will be thoroughly cleaned and sanitized.
 - A Sick Camper/Guest/Employee Form will be filled out by the Incident Response Coordinator immediately.
 - The Incident Response Coordinator will check in with the employee regarding the outcome of the illness, encouraging the employee to visit their doctor and potentially be tested for COVID-19
 - Should employee test positive for COVID-19: The [Tillamook County Public Health Department](#) will be contacted to report the case and to receive any special instructions on sanitizing, documenting, or communicating to the public/other camper families from that session of camp.

For more detail – [PDF: Social Distancing Guidelines at Work](#)

[Oregon General Guidance for Employers on Covid-19](#)

PROGRAM

Under the guidance provided by the State of Oregon, we are not allowed to open or operate overnight youth camps. We have elected to not hold summer day camps even though they are permitted. Policies and Practices related to overnight youth camps will be developed when such activities are allowed. At this time, guest groups consisting of primarily children with planned youth activities are also not allowed. See definition in [Summertime Day Camps](#).

These policies will then follow guidelines provided by the State and address the following:

1. Pre-camp communication and screening with parents.
2. Check in and screening procedures for campers and program staff. Including temperature check, checklist of symptoms, and written confirmation the participant has not experienced any flu, cold symptoms, or fever within 10 days of their arrival, nor been exposed to or interacted with a person who has tested positive for Covid-19 within 14 days of their arrival.
3. Policies and practices relating to physical distancing parameters. See “cohorts” in Guidance documents.
4. Education and instruction on best practices to mitigate the risk (physical distancing, hand-washing, respiratory etiquette, reporting procedures).
5. Demonstrate adherence to guidelines developed by the State of Oregon, Oregon Health Authority, Tillamook County Health Department.²
6. Procedures and communication plans if a camper or program staff exhibits Covid-19 symptoms while here.

FAMILY CAMPS/GUEST GROUPS³

Use of the RV Area and Retreat Houses

- RV area is open to reservation only camping by individuals and families subject to [RV Area policies](#).
- Retreat Houses are open to reservation only use by individuals and families subject to [Retreat House Usage Policies](#).
- Within 48 hours prior to arrival, these guests must submit a [form](#) confirming
 - No person in the party has recently experienced any flu or cold symptoms or had a fever within the last 10 days.
 - No person in the party has been exposed to or interacted with a person who has tested positive for Covid-19 within the last 14 days.

² We anticipate the guidelines will be somewhat similar to these developed for [Summertime Day Camps](#).

³ At this time, use of the Camp is regulated by [Outdoor Recreation Guidance](#)

- They will follow social distancing measures for the duration of their stay.
- They acknowledge Tillamook County residents' concerns related to increased risk of exposure of COVID-19 in Tillamook County rural communities as we move into summer vacation season and that all guests will make every effort to be good citizens and respectful neighbors during their stay.
- Restrooms and shower houses will remain closed. RV campers are to use their own bathrooms in their RV.
- Tent Camping will not be allowed.
- Camp Buildings and recreational features will be closed.
- Signs will be posted to remind and educate about physical distancing, respiratory hygiene, and use of face masks or shields.
- In the event a guest shows Covid-19 symptoms or experiences high fever:
 - They should self-isolate in their RV or lodging.
 - Contact their physician for instructions.
 - Return home immediately, unless it is an emergency situation.
 - If staying in Retreat House or camp housing – Camp cleaning crew will wait at least 24 hours before entering. Clean and disinfect according to procedure. Open windows to air out the lodging for at least 8 hours. Not allow anyone to occupy the unit for at least 24 hours after cleaning and disinfection.
 - Follow up
 - Sick Camper/Guest/Employee Form will be filled out by the Incident Response Coordinator immediately.
 - The Incident Response Coordinator will check in with the guest's family regarding the outcome of the illness, encouraging the camper/guest to visit their doctor and potentially be tested for COVID-19
 - Should the camper/guest test positive for COVID-19: The [Tillamook County Public Health Department](#) will be contacted to report the case and to receive any special instructions on sanitizing, documenting, or communicating to the public/other camper families from that session of camp.

Family Camps/Guest Groups

See <https://sharedsystems.dhsoha.state.or.us/DHSForms/Served/le2351i.pdf>

Overnight family camps may provide services to families or adults living in the same household.

1. Each family must be housed in their own unit (RV, Tent, Camping Housing). Lodging must be limited to a single family household.
2. As much as possible – families are to use the restroom and shower facilities in their housing unit. See occupancy limits for public restrooms.
3. RV's and Tents must be located at least 10' apart from each other.⁴
4. Any daycamp activities for children must follow the [Guidance for School Aged Summertime Daycamps](#) for health screening protocols, communicable disease management plans, and cohorting practices for any on-site daycamp activities for children.
 - a. This would be any activity organized for a group of children from different families with or without their parents present.
 - b. What is allowed is activities for children in which members of the same family participate without coming within the physical distancing limits.
 - c. If a group plans to offer day camp type activities, they will need to adhere to the Guidance for School Aged Summer Time Day Camps.
 - d. Family activities also come under the Guidance for School Aged Summertime Daycamps.
5. Support physical distancing for daily activities and curriculum, striving to maintain at least six (6) feet between individuals. For example, program in the following ways:
 - a. Eliminate large group activities (larger than stable group) or follow Phase 2 Guidance for Gatherings and Venues.
 - b. Increase the distance between campers during table work
 - c. Plan activities that do not require close physical contact among multiple campers
 - d. Designate equipment (e.g., art supplies, musical instruments balls, mitts, etc.) solely for the use by a single group, to the extent possible, and sanitize between practices or uses. If equipment must be shared between groups, it must be sanitized before and after each use by a stable group.
 - e. Minimize time standing in lines and take steps to ensure that six (6) feet of distance between the campers is maintained.
 - f. Restrict non-essential visitors and volunteers.
6. Within 48 hours prior to arrival, each family must submit a [form](#) confirming

⁴ See Tillamook County Directive May 29, 2020

- a. No person in the party has recently experienced any flu or cold symptoms or had a fever within the last 10 days.
- b. No person in the party has been exposed to or interacted with a person who has tested positive for Covid-19 within the last 14 days.
- c. They will follow social distancing measures for the duration of their stay.
- d. They acknowledge Tillamook County residents' concerns related to increased risk of exposure of COVID-19 in Tillamook County rural communities as we move into summer vacation season and that all guests will make every effort to be good citizens and respectful neighbors during their stay.⁵
- e. Upon family check-in re-affirm no one is currently experiencing symptoms or running a fever. We have a touchless thermometer available to be used as needed.
- f. Each family upon checking in will receive education material re: what is expected of them to mitigate the risk of exposure to Covid-19.

7. Program

- a. Program events, gatherings, sessions will follow [Phase 2 Gatherings](#) guidance and [Phase 2 Venue and Event Operators](#) guidance, as applicable.
 - i. Occupancy Limits for various rooms

Missions: Gym - 200	Patience: Down SW - 10
Missions: Mezzanine - 18	Patience: Down SE - 10
Missions: Heritage Room - 6	Patience: Down NE - 10
Dining Hall - 85	Lakeside Lodge - 58
South Gazebo - 7	Waterfront Classroom: West - 8
Patience: Upper Level - 52	Waterfront Classrooms East- 10
Patience: Down NW - 7	Myrtleward Common Room: 15
Patience: Down SW - 10	Morse Lodge Mtg Room - 18
Chapel - 45	Morse Lodge Dining - 9

- b. Camp will provide initial set up. Conference program staff or Guest Group leaders responsible for set up to maintain physical distancing of at least 6' between people, except that members of the same party can participate in activities, stand in line together and do not have to stay 6' apart. A distance of at least 6' must be maintained between parties.

⁵ See Tillamook County Directive May 29, 2020

- c. Conference program staff or Guest Group leaders to assign a physical distancing monitor to ensure compliance with all distancing requirements, including at entrances, exits, restrooms and any other area where people may congregate.
 - d. Conference program staff or Guest Group leaders will work with Camp Staff to configure spaces to ensure that parties (family members) contain no more than 10 people.
 - e. Parties consist of up to 10 people, generally family units, who have arrived together and are camping together. These parties are not interchangeable but consistent during the time of their stay.
8. Mitigation/Prevention Guidelines See [Guidance for Outdoor Recreation Organizations](#).
- a. Guests are encouraged to stay home if they have Covid-19 symptoms and/or if they are at risk for severe complications (over age 65 or have underlying medical conditions).
 - b. Guests are to follow physical distancing guidelines (the 6' rule). Use a face mask or face shield when such distancing is difficult. Not required with immediate family members.
 - c. Guests are strongly encouraged to use a face mask or face shield when in indoor public as well as outdoor settings where people or groups cannot maintain six feet of distance from other parties.
 - d. Encourage guests to practice good hand hygiene with frequent handwashing for at least 20 seconds or use hand sanitizer (60-95% alcohol content).
 - e. Encourage guests to cover coughs/sneezes with elbow or tissue. If a guest uses a tissue, they should immediately discard the tissue in garbage and wash their hands.
 - f. Encourage guests to avoid touching their face.
 - g. Encourage guests to use cloth, paper, or disposable face coverings. As Oregon is reopening and restrictions are being lifted on businesses and public spaces, it may be difficult to ensure that people can stay six (6) feet apart at all times. Please [review Mask and Face Covering Guidance for Business, Transit and the Public](#).
9. In the event a guest shows Covid-19 symptoms or experiences high fever:
- a. They should self-isolate in their RV or lodging.
 - b. Contact their physician for instructions.
 - c. Return home immediately, or seek local medical assistance.
 - d. If staying in Retreat House or other camp housing – Camp cleaning crew will wait at least 24 hours before entering. Clean and disinfect according to procedure. Open windows to air out the lodging for at least 8 hours. Not allow anyone to occupy the unit for at least 24 hours after cleaning and disinfection.
 - e. Follow up
 - i. Sick Camper/Guest/Employee Form will be filled out by the Incident Response Coordinator immediately.

- ii. The Incident Response Coordinator will check in with the guest family regarding the outcome of the illness, encouraging the camper/guest to visit their doctor and potentially be tested for COVID-19
- iii. Should the camper/guest test positive for COVID-19: The [Tillamook County Public Health Department](#) will be contacted to report the case and to receive any special instructions on sanitizing, documenting, or communicating to the public/other camper families from that session of camp.
- iv. Further Follow up: Should the camper/guest test positive for COVID-19: The [Tillamook County Public Health Department](#) will be contacted to report the case and to receive any special instructions on sanitizing, documenting, or communicating to the public/other camper families from that session of camp.

Note: These policies and guidelines are subject to change.

APPENDIX

Food Service:

Develop policy/procedures specific to Food Service

[Phase One Reopening Guidance: Restaurants](#)

[Phase Two Reopening Guidance: Restaurants](#)

Custodial/Maintenance

Develop policy/procedures specific to facilities maintenance and cleaning.

See [Field Guide for Camps](#) , Section 6.0 Guidance on Cleaning and Disinfection

[Oregon General Guidance for Employers on Covid-19](#)