

Coronavirus (COVID-19)
Ministry Preparation Checklist
(Full list available at → <http://bit.ly/2v8296t>)

- Follow CDC guidelines for cleaning facilities and personal hygiene.
 - Partner with local officials including emergency management, medical, and Texas Department of State Health Services.
 - Make plans now, not later, to properly disinfect the church building, classrooms, office area, etc., on a regular basis.
 - Promote online giving.
 - Set aside at least three months, and up to six months, of operating capital in an emergency account for the church.
 - Consider alternate platform(s) for broadcasting your services and events to your congregants. If you do not have an online broadcast, Facebook live stream your service.
 - Determine a policy for your church nursery regarding sick children (fever? cough? other concerns?) and communicate it clearly to your congregants.
 - Stop greeting with hugs and handshakes and encourage the “welcome wave,” “fist bump,” or “elbow bump.”
 - Use plastic cups for both elements of the Lord’s Supper.
 - Document a process for checking up on your older congregants as well as those with limiting physical issues.
 - Discuss with your staff and church leadership the expectations and guidelines for staff reporting for work to the church if they are exhibiting medical symptoms of any illness during this time of disease outbreak.
 - Determine methods that the church staff can employ to work remotely during weekdays.
 - Once you have put your ministry plans in place, communicate them early, clearly, and regularly to congregants, using multiple communications platforms.
 - Pray strategically, and consider how to meet needs in your area community.
- *Information sites:*
- Center for Disease Control - <https://www.cdc.gov/>
 - WHO - World Health Organization - <https://www.who.int/>
 - Texas Department of State Health Services
<https://dshs.texas.gov/coronavirus/>