



## REGION AND CHAPTER LIVE MEETING POLICY – PANDEMIC ADDENDUM

*This addendum is intended to apply during the period of time that state-wide and/or county COVID-19 restrictions restrict the ability of PFAC Regions and Chapters to conduct in-person meetings.*

### **IN-PERSON MEETING POLICY**

Chapter or region in-person meetings shall comply with any and all state-wide or relevant county Covid-19 restrictions/guidelines. In addition, chapter or region meetings attended (in-person) by more than ten (10) persons must adhere to the following guidelines which guidelines must be displayed in a prominent location at registration:

1. Each attendee must complete a COVID-19 questionnaire either in paper form or on the PFAC on-line app. Each paper form COVID-19 questionnaire is to be returned to the PFAC state office.
2. Attendees' temperature will be taken before being admitted to the meeting. Any person with a temperature above 100.4 shall not be allowed to attend the meeting.
3. Proper social distancing protocols will be respected at all times.
4. All attendees are required to wear a face mask which covers their mouth and nose.

### **Livestream\* of In-Person Meetings**

If a chapter or region wishes to have their meeting presentation considered for regional or state-wide livestream they must apply for such consideration as part of the accreditation application at the time of submission. All such requests shall be forwarded to the Education Committee Chairs for review and approval. For those in-person meetings that are approved for livestream, PFAC state office will provide onsite technology to support the livestream. PFAC State office will retain 50% of all revenue derived from attendees that participate via livestream. In-person meetings cannot be broadcast virtually\*\* without the consent and coordination of PFAC's state office.

### **Region/Chapter Meetings during COVID-19 Restrictions**

Until such time as Covid-19 restrictions on in-person meetings are lifted, with the exception of the months of May, July and August 2021, and April and May, 2022, each region may present one virtual education meeting per month to their region. Regional directors will coordinate with their chapters to determine which chapter will submit a presentation which presentation will be submitted through PFAC's online application process for review and accreditation approval. Regions that do not have a virtual presentation during these months may elect to offer one of the virtual presentations being offered by the other regions to their region. The intent of this policy is to provide PFAC members within each region the opportunity to take part in at least one virtual education session each month.

### **Sponsorship for Region/Chapter Meetings During COVID-19 Restrictions**

So as to provide equal opportunity between PFAC sponsors, sponsorship of virtual meetings during this time will be coordinated through PFAC's state office.

\*Livestream is defined as any meeting or session in real time.

\*\* Broadcast virtually is defined as any meeting in a digital format.

TODAY'S DATE: \_\_\_\_\_ CHAPTER: \_\_\_\_\_

## PFAC COVID-19 SCREENING

PLEASE READ EACH QUESTION CAREFULLY	PLEASE CIRCLE THE ANSWER THAT APPLIES TO YOU	
Have you experienced any of the following symptoms in the past 48 hours: <ul style="list-style-type: none"><li>• Fever or chills</li><li>• Cough</li><li>• Shortness of breath or difficulty breathing that is out of the ordinary</li><li>• Fatigue</li><li>• Muscle or body aches</li><li>• Headache</li><li>• New loss of taste or smell</li><li>• Sore throat</li><li>• Congestion or runny nose not due to allergies</li><li>• Nausea or vomiting</li><li>• Diarrhea</li></ul>	YES	NO
Within the past 14 days, have you been in close physical contact (6 feet or closer for a cumulative total of 15 minutes) with: <ul style="list-style-type: none"><li>• Anyone who is known to have confirmed COVID-19 OR</li><li>• Anyone who has any symptoms consistent with COVID-19?</li></ul>	YES	NO
Are you isolating or quarantining because you may have been exposed to a person with COVID-19 or are worried that you may be sick with COVID-19?	YES	NO
Are you currently waiting on the results of a COVID-19 test?	YES	NO

**If you answered YES to any of the above questions, we request that you refrain from attending the meeting to protect others.**

I certify that the responses provided above are true and accurate to the best of my knowledge.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Note: The information collected on this form will be used to determine only whether you may be infected with COVID-19. The information will be maintained as confidential. Any questions should be directed to the PFAC Office.



## **Safety Guidelines for PFAC Chapter and Region Meetings**

- 1) If you have symptoms (as listed below) of any kind, please do not come to the event.
- 2) Please arrive with a mask on and stay 6' apart from people you did not drive with. Upon Arrival to the meeting, participants will be required to submit to a temperature check. Anyone over 100.4F (37.8C) will be asked to leave.
- 3) You will be asked to fill out a form (paper or PFAC App) asking about the following symptoms:
  - 4) Fever or chills
  - 5) Cough
  - 6) Shortness of breath or difficulty breathing that is out of the ordinary
  - 7) Fatigue
  - 8) Muscle or body aches
  - 9) Headache
  - 10) New loss of taste or smell
  - 11) Sore throat
  - 12) Congestion or runny nose not due to allergies
  - 13) Nausea or vomiting
  - 14) Diarrhea

Those that pass the temperature check and questioning, will be given access to the venue.

- 3) All participants will be required to wear masks at all times while in public zones.
- 4) While on site adhere to social distancing guidelines:
  - 1) 6' apart
  - 2) NO HANDSHAKE ZONE - or other physical contact.

If you present with any of the above mentioned symptoms up to two weeks after the event, please contact Amy Olsen at (949) 681-8041.