

Wisconsin Annual Conference

WORSHIP CHECKLIST

Version: June 1, 2020

This checklist shall be completed before each worship event and retained in a file at the church office. Please fill in the appropriate blanks and check the applicable boxes. Visit wisconsinumc.org frequently to ensure that you have the most recent documents. In situations that require clarification, contact your District Superintendent.

Name of Church _____

Person(s) Completing this Form _____

Date of Event _____

Type of Event Regular Sunday/Weekend Service Wedding Funeral/Memorial
Including Baptism Communion

I. General

Plans related to the Wisconsin UMC Guidelines have been clearly communicated and signs are posted to assist participants' understanding of healthy practices.

Care has been taken communicate the following:

Persons who are feeling sick or have a positive diagnosis with Covid-19 are told to stay home.

Those who are at vulnerable ages, live with vulnerable persons, or have pre-existing medical conditions are encouraged to stay home or are asked to follow stringent safety guidelines.

II. Sanitation/cleaning

Public spaces have been properly sanitized.

Hand sanitizer is made available (containing at least 60% alcohol).

Restrooms are fully stocked with soap, toilet paper and hand towels/driers.

Doors and windows are left open when feasible to encourage air circulation.

III. Social Distancing/"No-touch" protocols

Masks are to be worn at all times by everyone present.

Seating will ensure social distancing.

Offering is collected in a no-touch manner.

Bulletins and other print materials are set out for people to pick up and not handed out.

Choir singing/praise bands are not included in the event (soloists, small groups and/or instrumentalists are allowed, as long as social distancing is observed).

Holy Communion through intinction or with the use of directly handed out individual cups/bread will not be done until the threat of transmission is minimized.