



Checklist of ADDITIONAL Actions when a COVID Case has Occurred at a Camp Program

Task	N/A	Completed	Date	Initials
Communication				
Notify facility administration of COVID case.				
Meet with key staff, including teachers, janitors and leadership, to coordinate control measures.				
Notify families and staff of a confirmed/potential COVID-19 infection in the facility				
Remember families should not be told personal identifiers				
If possible, notify anyone at your child care setting that the person infected with COVID-19 had close interactions with while symptomatic. Make sure any close contacts are being closely monitored for symptoms.				
Infection Control Activities				
Consider short-term closures as needed for cleaning				
Clean, and disinfect the entire facility with EPA-registered household disinfectants. Wait as long as practical before beginning cleaning and disinfection of areas used by the person infected with COVID-19 to minimize potential for exposure to respiratory droplets. If possible, wait up to 24 hours before beginning cleaning and disinfection.				
If the individual infected with COVID-19 spent time in your child care and had close contact with others while ill, you will need to close for 14 days.				
Ensure staff and families understand ill people should remain home until well and those with COVID-19-like symptoms should self-isolate until 7 days after symptom onset OR 72 hours after their fever is gone and initial symptoms have improved, whichever is longer.				
Continued Service				
Ensure continuity of meal programs when possible and consider ways to distribute food to students. Consider options such as “grab-and-go” bagged lunches or meal delivery.				
Social distancing must be in place during meal time.				