

**Arizona Conference Corporation**  
**Limited-in-Person Worship Service Requirements and Guidelines**  
for Opening Church Services on May 16, 2020

**Requirements**

1. Safety should be the number one priority as we consider opening up our churches.
2. Follow state and county health orders limiting the size of gatherings, establishing social distancing requirements, and mandating the use of face coverings.
3. Prepare a specific disinfection protocol for facilities, including plans for cleaning between services if multiple services are held on the same day. Facilities should be disinfected before every service. Increase disinfection of high-traffic areas and surfaces.
4. Provide hand sanitizer for members coming into and leaving the facilities for services. Have extra cloth masks on hand for those who come without facial coverings (Conference Administration strongly recommends that everyone should wear face coverings at least until mid-June).
5. Forgo communion service and foot washing at this time.
6. Close food services areas and temporarily disconnect water fountains. There should be no potlucks or shared meal at this time.
7. No paper bulletins or handouts.
8. Ask members to refrain from physical contact, such as hugging and shaking hands.
9. If someone exhibiting flu-like or other concerning symptoms is in attendance, kindly request that they participate in an alternate service without in-person contact.
10. Remind members to stay home if they are not feeling well.
11. People that have been exposed to areas with potential COVID-19 should stay home and quarantine themselves.
12. No children programs until June 6.

**Guidelines**

1. As churches ramp up in-person worship services, keep in mind that the goal is to limit the overall time groups of people spend together in confined indoor spaces to manage the risk of transmission. Maintain six feet apart distance.
2. Remind everyone that church and Sabbath School attendance is voluntary. Church members do not need to attend unless they feel it is a safe environment for them.
3. Consider limiting in-person gathering to one worship (e.g., stream Sabbath School lesson study).
4. If your church elects to have Sabbath School, consider having a general Sabbath School with social distancing in place.
5. Simplify the worship service to limit congregational praise or singing (instead, consider safer instrumentals), and reduce the length of the worship service. Consider extended periods of personal reflection and prayer in the service.
6. Consider alternative options for collecting tithes and offerings, such as a drop box in the back of the sanctuary
7. Pre-mark seating options in the sanctuary that respects required social distancing
8. Consider designating a ONE WAY traffic flow chart in the sanctuary so people do not cross each other

9. Keep a careful, accurate list of the attendees for every service. If possible, take a picture of the congregation (for reference or where individuals chose to sit to facilitate potential contact tracing)
10. Consider alternating in-person attendance or multiple services to accommodate congregations larger than the public gatherings limit set by your local county
11. Provide an online streamed service option to allow some members to continue worshiping at home
12. Ask the elderly and high-risk members to participate in online worship services
13. Refrain from inviting guest speakers from other churches for the time being

### **Other Things to Consider**

1. Consider ways to increase outdoor air ventilation of indoor spaces, to improve central air filtration to the MERV-13 or the highest compatible with the filter rack, or using portable room air cleaners with HEPA filters.
2. Consider temperature checks of all members and guests attending.
3. A set of guidelines giving directions for children ministries will be provided separately for the June 6 opening of Children Sabbath Schools.