

**THANGN TIEN XII**  
**Risk Management Team**  
COVID-19 Protocol/Procedure Plan  
Version 1.0

27 December, 2021

*(We reserve a right to be updated/changed if needed)*

- A. Risk Management plan
  - I. Identify Risks
  - II. Define people's roles and responsibilities
  - III. Assess the probability
  - IV. Determine the Regulations
  - V. Review the known cases to make adequate preparations.
  
- B. COVID Risk Management Planning Phases
  - I. Prior to camp
  - II. Entering Camp
  - III. During camp
  - IV. COVID Breakout
  
- C. Medical Assessment Plans
  - I. Medical Plan A – Assessment – Visual Checkup
  - II. Medical Plan B – Assessment – With Symptoms
  - III. Medical Plan C – Confirmed Case(s)

## Phase I – Prior to Camp

- Registration
  - 1. Require proof of vaccination
    - (1<sup>st</sup>, 2<sup>nd</sup>, Booster), depending on the CDC/OC Health requirements at the time of camp.
    - Medical exemptions from vaccination will not be accepted.
  - 2. Health Self-Screening Questionnaire?
    - Online?
    - Onsite?
  - 3. Require proof of COVID testing 24 hr prior to entering camp (either PCR or Rapid COVID Testing is acceptable)
    - PCR Testing
      - Must be completed within 2 days (requires 24 hours for results)
      - Test result must be negative to enter camp
    - Rapid Testing
      - Must be completed within 24 hours/same day
      - Based on three type approved by FDA
        - AVID testing
      - Antigen test
        - If Rapid Test result is positive?
          - Require PCR Testing
            - Test result must be negative to enter camp.
  - Cost of Testing?
    - Free testing opportunities – (consult with medical experts)
      - Ex. Tr. Hong Tien sent a flyer

- Drive Thru or walk-in COVID 19 testing
  - Mon-Sun: 9 AM – 8 pm
  - Location: QYK Brands
  - 1-888-to-7078
  - On-site Testing for companies, groups, schools and events.
  - Advanced Healthcare Pharmacy – Tammy will get more details
4. Contract specifications - Release of Liability details
- May need Legal expertise to review/revise, as needed.
  - Include language specific to the possibility of closing camp anytime according to CDC/OC Health requirements should positive cases arise.
  - Ask all Attendees re-entering
    - Complete Health Self screening assessment
    - Temperature check
    - COVID Testing - Rapid/PCR
      - Required when temperature is high.
5. Trường Niên – High risk group
- Designated location at camp will be assigned
    - Tr. Kiệt will be designated chauffer to transport Tr. Niên to desired camp locations.
  - Suggested mask type for them to use
    - KN95
  - Discourage them from coming/leaving daily
    - Ask all Attendees re-entering
      - Complete Health Self screening assessment
      - Temperature check
      - COVID Testing – Rapid/PCR
        - Required when temperature is high.
  - Comply with CDC/OC health guidelines when visiting youth activities

## Phase II – Entering Camp

1. Proof of vaccination
  - (1<sup>st</sup>, 2<sup>nd</sup>, Booster), depending on the CDC/OC Healthcare Agency requirements at the time of camp.
  - Medical exemptions from vaccination will not be accepted.
2. Administer Medical Plan A – Assessment - Visual Checkup
  - Health Self-Screening Questionnaire - onsite
  - Temperature Check
    - i. Above 98.6?
    - ii. Symptoms?
    - iii. Administer Medical Plan B, as needed
3. Administer Medical Plan B - Assessment - With Symptoms
  - Administer Rapid COVID Test?
    - i. Negative test result
      1. May enter camp
    - ii. Positive test result
      1. Require PCR Testing
        - a. Direct him/her/them to medical facility for testing.
        - b. Negative result?

- i. May enter camp
    - c. Positive test result?
      - i. Notify OC Healthcare Agency, CDC and follow their instructions.
  - iii. If one person amongst a group of attendee exhibit symptoms
    - For everyone in the group:
      - Administer Plan A&B –Medical Assessment, as needed.
- 2. Mask
  - Suggested to be worn according to established CDC/OC Healthcare Agency guidelines at the time of event.
  - Suggest 2 masks/day for each individual
  - Multi-layered – as recommended by medical experts
    - i. Suggest to include mask cost as part of camp fee

## Phase III – During Camp

1. Attendees
  - a. Suggest attendees not to leave camp (entering/exiting)
    - i. May increase the chances of exposing other campers to potential viruses.
  - b. Daily Medical Plan A – Assessment – Visual Checkup
    - i. Conducted by designated person of each troop
    - ii. Health Self-Screening Questionnaire?
    - iii. Temperature Check
      1. Above 98.6?
      2. Symptoms?
        - a. Administer Medical Plan B, as needed
  - c. Administer Medical Plan B – Assessment – with symptoms
    - i. Administer Rapid COVID Test?
      1. Negative test result
        - a. May enter camp
      2. Positive test result
        - a. Require PCR Testing
          - i. Direct him/her/them to medical facility for testing.
            1. Negative result?
              - a. May enter camp
            2. Positive test result?
              - a. Notify OC Healthcare Agency, CDC and follow their instructions.
      - ii. If one person amongst a group of attendee exhibit symptoms
        - For everyone in the group:
          - Administer Plan A&B –Medical Assessment, as needed.
    - d. Sleeping arrangements
      - i. Scouts are encouraged to sleep with family – herd immunity
      - ii. Campers are suggested to sleep with their family. Any other arrangement shall be assumed/executed at your own liability.
  2. Vendors
    - a. Suggest to have designated staff/team to handle each vendor to reduce contact.
    - b. Delivery vendors
      - i. Contract should specify basic requirements (ex. face mask, gloves etc) and universal health protocol
        1. May include suggested language to ask for proof of vaccination?
      - ii. Develop protocol for receiving/releasing deliveries/supplies
        - a. Designate separate location for receiving supplies
        - b. Designate separate location for releasing supplies

- c. Onsite vendors
  - i. Must show proof of vaccination.
  - ii. Must follow universal health protocol

## Phase IV – COVID Breakout

1. Attendee exhibits symptoms
  - a. Temperature Check
  - b. Complete Health Questionnaire
  - c. Administer Medical Plan B – Assessment – with Symptoms
    - iii. Administer Rapid COVID Test?
      1. Negative test result
        - a. May enter camp
      2. Positive test result
        - a. Require PCR Testing
          - i. Direct him/her/them to medical facility for testing.
            1. Negative result?
              - a. may enter camp
            2. Positive test result?
              - a. Administer Medical Plan C – Confirmed Case
      - iv. If one person amongst a group of attendee exhibit symptoms
        - For everyone in the group:
          - Administer Plan A&B –Medical Assessment, as needed.
  - d. Administer Medical Plan C – Confirmed case
    - i. Notify OC Healthcare Agency, CDC and follow their instructions.
      - Local attendees
        - a. Direct him/her/them to Medical facility
        - b. Release them from camp
      - Visiting attendees:
        - a. Direct him/her/them to Medical facility
        - b. Release them from camp
        - c. Help them make arrangements to stay at Hotels?
    - ii. Contact tracing – suspected patients will be monitored/notified
      - Notify other attendees, as needed
    - iii. Three positive cases
      - Break camp
        - a. Develop procedures to break camp

## MEDICAL Team Requirements

1. Staffing
  - a. Registration Desk
  - b. Medical Tent
2. Supplies
  - a. 50 Rapid test kits?
  - b. PCR Test
  - c. Thermometers
  - d. Oxygen Meters
  - e. EpiPens
  - f. Defibrillator

- g. Gloves
- h. Hand sanitizers
- i. Surgical masks
- j. N-95 masks for vendors
- k. Multilayered masks
- l. Face shields
  - i. Anyone allergic to face mask.

3. Resources

- a. RV

Please note these protocol measures are subject to update if needed. RV

References:

- CDC
  - a. <https://www.cdc.gov/coronavirus/2019-ncov/communication/guidance.html>
  - b. <https://www.cdc.gov/coronavirus/2019-ncov/your-health/gatherings.html>
  - c. <https://www.cdc.gov/coronavirus/2019-ncov/community/large-events/considerations-for-events-gatherings.html>
  - d. <https://www.cdc.gov/coronavirus/2019-ncov/daily-life-coping/event-planners-and-attendees-faq.html>
  - e. <https://www.cdc.gov/coronavirus/2019-ncov/community/organizations/community-based.html>
- OC
  - a. <https://occovid19.ochealthinfo.com/guidelines>