

Livingston Food Resource Center Sanitation and Prevention Measures

• Screening Staff and Volunteers:

- All volunteers will be asked the following question. Any volunteer who responds with a yes answer will be thanked for their time and asked to return home to self-quarantine.
 - Have you had any of the following symptoms in the past week?
 - Fever (including mild)
 - Fatigue
 - Chills
 - Cough
 - Shortness of breath
 - Feeling unwell in any way
 - Have you been around anyone with any of the above symptoms?
- All volunteers will be screened with an infrared thermometer. Anyone with a temperature over 99.5 F will be asked to go home.
- All volunteers will watch the following video from the CDC before their shift begins
https://www.youtube.com/watch?v=QNo5ZDvKuHg&feature=emb_rel_end

• Sanitation Procedures for Food Box Distribution:

- All volunteers will wash their hands when they arrive at the LFRC. ○ All volunteers will wash their hands or use hand sanitizer after touching their face or any other surfaces.
- Parking Lot Volunteers working outside will maintain minimum contact with clients and will have no physical contact with vehicles, passengers, volunteers, and food bags.
- Runners, working both in and outside of the Center must practice repetitive and consistent sanitation. The runner will be the only one to touch the food bag and vehicles during distribution.
 - Food will be taken out (with a cart if needed).
 - Runners will disinfect all trunk or car door handles before opening. They will place the food in the car.
 - The runner will sanitize the cart and exterior door handle to the building using an approved antiseptic wipe and clean hands with hand sanitizer (above 60% etoh) before reentering the building.

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• Sanitation Procedures for Meal Delivery

- All volunteers will wash their hands when they arrive at the LFRC.
- There will be two people on all delivery teams
- Drivers will not exit their vehicles during deliveries
- The second team member will call clients before arrival to inform them that the food is on the way and explain food drop off procedure. The volunteers will ask the following questions: Are you in need of medical help? Do you have a fever? Do you have shortness of breath? If any of the answers are yes, the team will alert emergency services.
- In almost all cases the delivery team will avoid the front door and any touching point on the home.
 - Once at the home, the second team member will take food from the car and place it at the door of the home. Perishable items will be placed in a cooler with an ice pack. If the cooler is already at the home, the volunteer should first use wipes to sanitize the cooler before touching it and placing the meals inside.
 - Before returning to the car, the volunteer should sanitize their hands.
 - Once back in the car, they should alert the resident via phone that the meals have been dropped off.
- These steps should be repeated at each delivery site.