



Community of Christ

The Topeka Congregation

Viral Pandemic Plan

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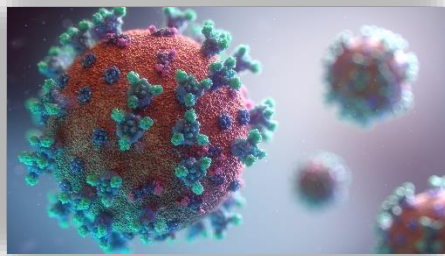
Revisions

Date	Section Reviewed / Updated	Name	Title

Introduction

Ask people about viral pandemics and you'll likely hear a variety of responses ranging from those who don't believe it is a real problem to those who envision a doomsday scenario. The truth is that it is prudent to plan for a pandemic occurrence. Faith-based and community-based organizations (FBCOs) are essential partners both in preparations for a viral pandemic and in protecting the public's health and safety as they occur. As we now know, the threat of a pandemic virus is real and we need to appropriately prepare for, respond to, recover from and mitigate future events.

What is the difference between Influenza (Flu) and COVID-19?



Influenza (Flu) and COVID-19 are both contagious illnesses with respiratory symptoms, but they are caused by different viruses. Because some of the symptoms of flu and COVID-19 are similar, it may be hard to tell the difference between them based on symptoms alone, and testing may be needed to help confirm a diagnosis. Flu and COVID-19 share many

characteristics, but there are some key differences between the two. COVID-19 is caused by one virus, the novel 2019 coronavirus, now called severe acute respiratory syndrome coronavirus 2, or SARS-CoV-2. The Flu is caused by any of several different types and strains of influenza viruses. COVID-19 first appeared in China in late 2019 and the first confirmed case in the United States appeared in January 2020. While both the flu and COVID-19 may be transmitted in similar ways, there is also a possible difference: COVID-19 might be spread through the airborne route, meaning that tiny droplets remaining in the air could cause disease in others even after the ill person is no longer near. Using the term “coronavirus” can cause confusion as well. COVID-19 is a coronavirus, but not the only one. COVID-19 specifies a certain strain of a coronavirus (COronaVirus Disease-2019 = COVID-19).

Human coronaviruses were first identified in the mid-1960s, and seven of them can infect people, including three that made headlines over the years:

MERS-CoV (the beta coronavirus that causes Middle East Respiratory Syndrome, or MERS)

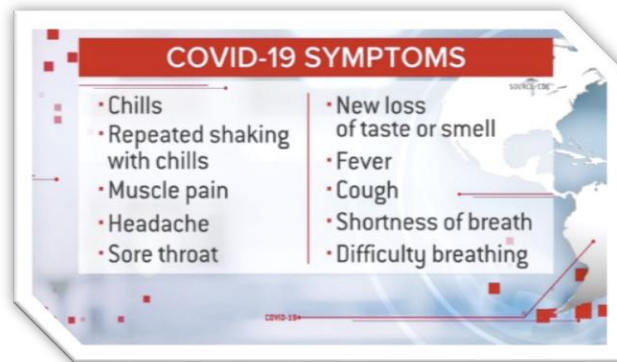
SARS-CoV (the beta coronavirus that causes severe acute respiratory syndrome, or SARS)

SARS-CoV-2 (the novel coronavirus that causes coronavirus disease 2019, or COVID-19)

Influenza pandemics occurred three times in the past century and ranged considerably in severity. For example:

- The 1918 influenza pandemic caused from 20 million to 50 million deaths worldwide.
- The 1957 influenza pandemic caused from one million to two million deaths.
- The 1968 influenza pandemic caused from 700,000 to one million deaths.
- COVID-19 (as of this writing) has caused 626,190 deaths worldwide.

Doctors and scientists studying the coronavirus and COVID-19 are concluding this is not a respiratory disease, but a vascular one. That means the virus does not attach in the lungs and the airway, like the influenza virus; instead, this coronavirus attaches to blood vessels. This means any area of the body where there are smaller blood vessels – the heart, lungs, kidney, brain, and more – is at risk of long-term damage from mini-clots in those vessels (something found in autopsies of some COVID-19 victims).



Ultimately, doctors know little about the long-term impacts of the disease on the body because this strain is so young – even the first people in China who had COVID-19 and recovered did so fewer than nine months ago. There are concerns about impacts on the heart and lungs – not to mention other areas of the body – and far more questions than answers. Research is ongoing and producing new understandings of the COVID-19 virus, as well as other viruses that impact humankind.

Church Reintegration

This pandemic has taught us so much and has challenged all of us to look at how we are doing ministry. This document will serve as a tool for restarting the congregation with a renewed perspective and appreciation for God’s work and God’s people. This restart offers every congregation in the church an opportunity to be more intentional and strategic. Both large and small congregations will have the opportunity to reshape the look of their ministries. Let’s embrace the challenge.

For pastors and church leaders the responsibility to initiate a responsible plan for church reintegration in light of the COVID-19 pandemic is critical. Therefore, out of an abundance of caution it is prudent for us to take a measured approach to re-opening our congregations after an extended closure. Our members want to get back to worship, but not before it's safe and not before church leadership has weighed the risk/reward factors. All churches and communities of faith have been compromised during this pandemic, and therefore it becomes essential for each congregation to be clear on the protocols and procedures that will help govern the reintegration process of the church. Although this plan is more specifically focused on COVID-19, it may be modified to fit other viral pandemic outbreaks.

Practical protocols have been developed that are in current alignment with the CDC, state and local medical authorities and church leaders. It is important to note that these protocols are NOT failsafe, and may be modified based on changing conditions, but do provide reasonable and responsible approaches to resuming our in-person worship experience, albeit on a graduated basis. This document only serves as a guide on how this can be done to mitigate the possible spread and we hold no liability for what may happen should you chose to follow this plan.



Purpose

The ultimate purpose of this plan is to protect human health before, during, and after a viral pandemic. It provides guidance and procedures that stress mitigation strategies, such as social distancing, increased hygiene, personal protective measures, and implementation of environmental controls. These additional considerations, challenges, and elements are specific to the dynamic nature of a pandemic.

Concept of Operations

The Topeka Congregation of the Community of Christ Pastor and Leadership Team will monitor the severity of the pandemic and guidance from local, state, federal and church officials. The Pastor, in consultation with congregational leadership, will implement the appropriate protocols and phase that address the unique nature of the pandemic threat. A three-phase approach will be utilized in the plan. The concept of operations is supported by components, consisting of:

- Programs, Plans and Procedures
- Continuity of Operations
- Risk Management
- Roles and Responsibilities
- Resources

Planning Assumptions

1. Susceptibility to the viral pandemic will be universal.
2. Efficient and sustained person-to-person transmission signals an imminent pandemic.
3. The clinical disease attack rate will likely be 30 percent or higher in the overall population during the pandemic. Asymptomatic or minimally symptomatic individuals can transmit infection.
4. The number of hospitalizations and deaths will depend on the virulence of the pandemic virus.
5. Rates of absenteeism will depend on the severity of the pandemic. In a severe pandemic, absenteeism attributable to illness, the need to care for ill family members, and fear of infection may reach from 40% to 60% during the peak weeks of a community outbreak, with low rates of absenteeism during weeks before and

after the peak. Certain public health measures (closing organizations, quarantining household contacts of infected individuals) are likely to increase rates of absenteeism.

6. The typical incubation period (interval between infection and onset of symptoms) for the virus infections may vary from approximately two to fourteen days.
7. Multiple waves (periods during which community outbreaks occur across the country) of illness could occur with each wave lasting two-three months. Historically, the largest waves have occurred in the fall and winter, but the seasonality of a pandemic cannot be predicted with certainty.
8. The congregational leaders will be provided with current guidance or direction by federal, state, local governments and/or church officials regarding current pandemic status in its area.

A Viable Continuity Capability

The Topeka Community of Christ leadership has identified essential functions and services needed to sustain its mission and operations during a pandemic. Since a viral pandemic may affect regions of the United States differently in terms of timing, severity, and duration, planning including leadership succession and delegation of authority has been considered. These plans take into account the expected rate of absenteeism and regional nature of the outbreak to help assure continuity of operations over an extended time period. Plans have been established including preventative practices such as social distancing procedures, hygiene etiquette, and cancellation of non-essential activities, as well as alternative measures to reduce the spread of the pandemic. Congregational leadership has identified communication systems needed to perform its essential functions. Reconstitution is the process whereby an organization has regained the capability and physical resources necessary to return to normal (pre-disaster) operations. The objective during reconstitution is to effectively manage, control, and, with safety in mind, expedite the return to normal services. The Topeka Community of Christ leadership has developed reconstitution plans and procedures, in conjunction with local public health authorities, to ensure its building is safe to return.



Operational Framework for Resuming Congregational Gatherings

The operational framework for resuming congregational public gatherings should be safe, clear and realistic. Contained within the framework are Strategic Objectives and Tactical Procedures with essential key components. These have been developed through research, consultation, and guidance from recognized experts in their fields, and officials who are responsible for pandemic guidelines and regulations from government and church. These objectives and procedures with their various components should be used as guidance, allowing for flexibility in administration as circumstances warrant. Key personal protective elements include: personal protective equipment (PPE), social/physical distancing, environmental controls, and personal hygiene etiquette. Also, a three-phased approach is utilized for implementation of guidelines and procedures. This gives the Pastor and congregational leadership flexibility in implementing whichever phase is appropriate.

Phase I

Phase I guidelines are based on “Safer at Home” concept. When COVID-19 was detected in our communities, it started to spread very rapidly. This happens when a very infectious, brand-new virus enters a community. No one is safe because no one is immune. That means a lot of people can get sick very quickly. It means hospitals can be overrun with very sick patients. The Safer at Home phase is to protect members and others from this situation. This phase slows the spread of the virus so our hospitals can safely care for those who are sick. Safer at home saves lives, protects healthcare workers and critical employees, and prevents our hospitals from being overrun.

Action Guidelines

Recommended Steps	Person(s) Responsible	Required Resources, Details, and Arrangements
Official Notifications of Pandemic	Pastor or their designated representative	<ul style="list-style-type: none">• Seek Federal, State, and Local Government Guidance.• Seek Guidance from Public Health Officials.• Seek Guidance from World Church and Mission Center Officials.
Confer with Congregational Leadership	Pastor	
Declare Phase I Operations	Pastor	<ul style="list-style-type: none">• In-person church services and activities are cancelled.

		<ul style="list-style-type: none"> • Appoint a congregational Health Officer. • Notify Mission Center Officials. • Notify Worship Service Presiders, Christian Education Director, and Building Superintendent. • Provide notification to the congregation members and groups that utilize the building. • Consider issuing a Press Release to the local Media to reach potential visitors.
Provide On-going Communications	Pastor	<ul style="list-style-type: none"> • Arrange for weekly communications to the congregation membership. • Encourage individual contacts with members to check on their welfare. • Offer opportunities for On-Line Worship to the membership. • Provide guidance to Priesthood on individual requests for church sacraments and other matters.
Monitor the status of the pandemic	Pastor, Building Superintendent, and Health Officer	<ul style="list-style-type: none"> • Health Officer establishes liaison and linkage to local governmental and public health authorities. Provides guidance to congregational leadership based on official information received from local, state, and federal officials, along with guidance from CDC, and WHO. • Building Superintendent provides for building closure, and maintenance during Phase I. Provides guidance to Janitorial Services for deep cleaning and reduction of normal services. Offers guidance to groups using the facility on status of the building closure and reopening. Acquires needed supplies for reopening the building. • Pastor maintains communications with leadership team, congregation, and Mission Center officials.

Phase II

Phase II may be considered a hybrid phase, as the congregation is engaged in limited in-facility meetings. It may also be the most challenging phase to administer, since it employs several tactical elements and procedures to provide congregants safe measures for their protection. Congregational Leadership (esp. Pastor, Building Superintendent, and Health Officer), Worship Service Presiders, Audio-Visual Technicians, and Priesthood Members need to be very familiar with the Action Guidelines and Checklists associated with this phase. Plan orientation and training of these personnel should be conducted prior to implementation of this phase. The responsibilities of the Health Officer during this phase significantly increases, as the need for safety measures implementation and monitoring is important. The Building Superintendent's workload also increases, to provide for safe environmental control of the facility. The Pastor's tasks may become more pastoral, addressing an increased need for spiritual and emotional support. These Action Guidelines are specifically focused on COVID-19, and may need to be adjusted for other viral incidents. Use and promotion of on-line services should continue for those at high risk, or those who may not feel comfortable in attending in-person services.

Preparations for Building Reentry

Prepare the church building or meeting location before every gathering by cleaning and sanitizing door handles, light switches, bathroom faucets, countertops, microphones, keyboards, podium and stands, and other commonly touched areas. Post signs in the building that encourage noncontact greetings. Post signs at the front door:

- Anyone who feels ill, has a fever over 37.8°C/100°F, persistent cough, sore throat, or runny nose is encouraged not to enter the facility and risk exposing others.
- People who have tested positive for COVID-19, and any member of their family unit, should not enter the facility for at least 14 days after receiving their test results and showing no signs of illness. (Note: Family units are groups living in the same dwelling space.)

Stagnant or standing water in a plumbing system can increase the risk for growth and spread of *Legionella* and other biofilm-associated bacteria. When water is stagnant, hot water temperatures can decrease to the *Legionella* growth range (77-108°F, 25-42°C). Stagnant water can also lead to low or undetectable levels of disinfectant, such as chlorine. Ensure that your water system is safe to use after a prolonged shutdown to minimize the risk of Legionnaires' disease and other diseases associated with water.

Flush your water system:

- Flush hot and cold water through all points of use (e.g., showers, sink faucets). Flushing may need to occur in segments (e.g., floors, individual rooms) due to

facility size and water pressure. The purpose of building flushing is to replace all water inside building piping with fresh water.

- Flush until the hot water reaches its maximum temperature.
- Care should be taken to minimize splashing and aerosol generation during flushing.
- Other water-using devices, such as ice machines, may require additional cleaning steps in addition to flushing, such as discarding old ice. Follow water-using device manufacturers' instructions.

Action Guidelines

Recommended Steps	Person(s) Responsible	Required Resources, Details, and Arrangements
Discourage people who are at high risk or ill from attending the meeting.	Pastor, Presider, Health Officer	<ul style="list-style-type: none"> • Provide pre-gathering/meeting communications to congregants. Communications should include educating members and participants about the steps being taken for their protection to mitigate the spread of COVID-19. Protective measures should be communicated to members and participants prior to, and at the start of, the event or gathering to both educate and inform them of their role in protecting themselves and others. • Ensure that strict exclusion policies are in place for attendees who are symptomatic, even if symptoms are mild, or have been advised by the public health authority to quarantine (self-isolate) due to exposure. Anyone who feels ill, has a fever over 37.8°C/100.4°F, persistent cough, sore throat, or runny nose is encouraged not to enter the facility and risk exposing others. People who have tested positive for COVID-19, and any member of their family unit, should not enter the facility for at least 14 days after receiving their test results and showing no signs of illness. (Note: Family units are groups living in the same dwelling space.) • Screen attendees for symptoms of or recent exposure (14 days prior) to COVID-19 before allowing them to enter the building by completing a self-assessment questionnaire

		(provided as an attachment to this plan).
Implement plans for dealing with congregants who become ill and/or are suspected of having COVID-19 while at the gathering.	Health Officer	<ul style="list-style-type: none"> • Safely care for attendees who develop COVID-19 related symptoms or who need care (e.g., injury, illness, emotionally upset) while at the gathering. • Keep detailed lists of attendees and their contact information (e.g., pre-registration check-off listing or log sheet) to facilitate public health investigation of cases and contacts in the event of an exposure at the gathering. • Identify a space where attendees can be isolated from others if they develop symptoms until they can go home safely in a private vehicle and/or undergo medical assessment. • Notify the Shawnee County Health Department promptly when illness compatible with COVID-19 is observed in or reported by a gathering attendee.
Promote and facilitate personal preventive practices.	Pastor, Worship Service Presider, Health Officer, Audio-Visual Specialist	<ul style="list-style-type: none"> • Use technology, whenever possible (e.g., display screens, email messages) on personal preventive practices. • Post signage in multiple locations that remind attendees to practice personal preventive measures. • Have greeter in foyer encourage attendees to use hand sanitizer upon entering the building, and help to maintain social distancing. • Discontinue singing, group recitation, and other practices and performances (i.e. vocal soloists and ensembles, wind instruments, etc.) where there is increased likelihood for transmission from contaminated exhaled droplets. • Do not pass offering plates. Arrange for an alternative location and receptacle where offerings can be received. The offering should be handled only by the Deacon, who must use disposable gloves and mask in accounting for the funds. Encourage eTithing. • Reinforce general personal practice to maintain physical distancing, such as waves or other forms of greetings. Take reasonable measures to remind

		<p>people to not use handshakes, high fives, fist bumps or hugs.</p> <ul style="list-style-type: none"> • All participants will be required to wear face masks, with certain exceptions. Cloth face coverings should NOT be worn by children under the age of 2 or anyone who has trouble breathing, is unconscious, incapacitated, or otherwise unable to remove the mask without assistance. Face Mask or other face covering means covering of the nose and mouth. This also includes a clear plastic face shield that covers the forehead, extends below the chin, and wraps around the sides of the face. A mask or other face covering should not be touched or readjusted until it's removed. Extra masks should be at the entrance to the facility for those who arrive without their own masks. These extra masks are disposable. • Microphones should be sanitized following each worship gathering. Worship participants should refrain from handling the microphone. Minimize the use of portable microphones by more than one person without sanitizing between use by different people.
Promote physical/social distancing (keeping a distance of 6 feet from others).	Building Superintendent, Health Officer, Worship Service Presider	<ul style="list-style-type: none"> • Restrict occupant capacity of indoor spaces to avoid crowding. Require pre-registration to maintain proper physical distancing. • Maintain a distance of at least 6 feet from people not in the same household at all times. This includes establishing this distance with people next to you and in front and behind you. Remove or block off seating, clearly mark entrances and exits and space within the facility to ensure adequate spacing of participants. • Entrances, exits, restrooms and other areas of congestion should be marked to provide for social distancing of at least six feet, including floor markers for distance, lane lines and signage in adjacent areas where people may be waiting for access.

		<ul style="list-style-type: none"> • Stage entry to the building, by having attendees wait in their vehicles until directed to enter. • Children should remain in the care of those in their household unit and not interact with children of other parties at any time while visiting facilities. • Implement usher directed entering and exiting of the seating area to maintain proper social distancing. • Use A/V to guide participants through the order, prayers, and texts of the service. • Consider providing electronic copies of text used for services to participants to access on their personal devices prior to the service. • Church-school programs or small-group activities should be postponed until children are allowed to return to schools. If activities are provided, consider holding them outside with physical distancing.
Establish environmental control measures to reduce the possibility of exposure.	Building Superintendent, Pastor, Worship Service Presider	<ul style="list-style-type: none"> • Close or restrict access to non-essential common areas. • Ensure that indoor ventilation systems operate properly. • Increasing ventilation may help to reduce transmission, though evidence is limited as to its effectiveness. The effectiveness of increased ventilation should be weighed against the possibility of introducing other airborne hazards such as pollens or other allergens, or air pollutants into the building. • Keep the duration of the gathering/event to a minimum. Consider shortening services to 45 minutes or less to reduce exposure and need for restrooms. • Consider offering more gatherings/events at a reduced capacity rather than hosting a single large/gathering event (e.g., offer multiple, staggered services at a place of worship with a limit on the number of attendees), while being careful to allow sufficient time between

		<p>gatherings/events to implement proper mitigation strategies such as environmental cleaning.</p> <ul style="list-style-type: none"> • Reduce the number of common surfaces that need to be touched and eliminate any shared objects that are not essential for safety. • Increase frequency of environmental cleaning of high-touch surfaces, especially restrooms and equipment (e.g., door handles, tables, knobs, electronic devices, touch screens, switches, keyboards, A/V equipment) before, during and after the gathering/event. • Turn off public drinking water fountains and place signs informing congregants/visitors they are inoperable. • Reconfigure podiums, and all other used interior rooms and spaces to allow for at least six feet between people. • Implement a reservation system (i.e. Eventbrite) to limit the number of congregant/visitors attending services in the building. Consider holding two services should reservation numbers exceed sanctuary capacity for physical distancing. Livestreaming worship services may be a consideration for members who are more vulnerable to health risk or are not ready to return. • Prop or hold doors open during peak periods when congregants/visitors are entering and exiting facilities, if possible and in accordance with security and safety protocols. • Hymnals and religious texts should be removed as they cannot be effectively cleaned. • Personal equipment, items used in services, microphones, and phones should not be shared or, if shared, should be disinfected after each use. • Ensure adequate supplies are available for hand hygiene and respiratory etiquette such as liquid soap, alcohol-based hand sanitizer (at least 60%
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		<p>alcohol), paper towels, tissues, and no-touch waste receptacles.</p> <ul style="list-style-type: none"> • Provide convenient and increased access to hand hygiene care (e.g., placing hand sanitizer dispensers in multiple, easy to see locations) and ensure accessibility for attendees with disabilities or other accommodation needs. • Do not provide refreshments and food in church settings. Personal use beverage cups with lids, however, are permitted, but may not be shared.
Special considerations for sacraments	Pastor, Priesthood Members	<ul style="list-style-type: none"> • Refrain from serving the Lord's Supper in its traditional form. There is an increased risk of participants accidentally touching the bread or a cup. Have participants come to a designated location to receive the emblems to be handed to each participant in individual containers by a priesthood member who is gloved. Communion should be distributed hand-to-hand. Both the distributor and the receiver of communion should wear face coverings. Six feet of distance (two arm's length) distance should be maintained between the priesthood member and the receiver. This requires both parties extending their arms as comfortably as possible. The priesthood member should use hand sanitizer prior to initiation, and repeated as necessary (after touching their face, coughing, or sneezing, or significant touching of another person or object in the process of distributing communion). • Marriage and other religious ceremonies need to comply with the requirements stated in this plan. • As much as possible, other sacraments that involve touch or proximity should be delayed until physical distancing requirements are suspended by local or national governments and health organizations. Requests for individual exceptions for other sacraments should be directed to the supervising apostle,

		who will consult with the First Presidency before responding.
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Phase III

Phase III is a transition to normalcy. This phase requires flexibility, utilizing guidance and direction from local governmental and health officials, church officials and congregational leadership. The objective during this phase is to effectively manage, control, and, with safety in mind, expedite the return to normal functions.

Action Guidelines

Recommended Steps	Person(s) Responsible	Required Resources, Details, and Arrangements
Building Preparations	Building Superintendent	<ul style="list-style-type: none"> • Reopen closed areas of the building. • Readjust Janitorial Services and scheduling • Restore HVAC system settings and other utility services. • Reopen building availability to outside groups. • Readjust sanctuary seating. • Replace Hymnals, Guest Sign-in Book, and other related materials.
Worship Service Preparations	Worship Services Director	<ul style="list-style-type: none"> • Reevaluate and adjust Worship Schedules and responsibilities. • Reestablish and schedule mid-week services.
Pastoral Preparations	Pastor, Congregational Leadership Team	<ul style="list-style-type: none"> • Establish a date for complete return to normalcy, and communicate it to members and church officials. • Reevaluate on-line worship services. • Reschedule in-person social and group gatherings. • Discontinue social/physical distancing requirements. • Discontinue worship service registration. • Discontinue face mask and gloving requirement. • Reestablish bulletins, prayer list, and other handout materials. • Reestablish sacraments of the church. • Facilitate a “Lessons Learned” session with congregational leadership and others, to review and revise this plan.

Christian Education Preparations	Christian Education Director	<ul style="list-style-type: none"> • Reestablish the Christian education program. • Provide guidance to teachers on reconstituting their classes.
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Final Comments

What future we will find ourselves in depends not only on the behavior of the virus, but on the actions of people - as individuals, churches, communities, and governments. The way forward will not be a matter of following a timetable, but of faithfully discerning the signs of the times, and responding accordingly. It has always been that way for the church: “You have called your servants to ventures of which we cannot see the ending, by paths as yet untrodden, through perils unknown....”

In developing this document, public health experts, church leaders from other denominations, guidance developed by the Community of Christ leadership, Emergency Management guidance and practices, and other authoritative sources from around the United States were consulted. It’s offered as a framework to guide the Topeka congregation and its leaders in making healthy and pastoral decisions, not as a fixed set of guidelines that will account for every circumstance. It is recognized that all ministry is contextual. It is important to be aware of the needs of the congregation, your polity, and local conditions. There may be need to consult local health officials or local judicatory leaders as decisions are finalized. Remember, too: we may move back and forth between phases if second or third waves of infections emerge. The advice of public health officials may change as more becomes known about COVID-19 and other viral pandemics.

“Community of Christ Enduring Principles call us to uphold the Sacredness of Creation and to Make Responsible Choices. When we uphold our Enduring Principles, we participate in being good world citizens who demonstrate our care and concern for the welfare of all humans. We have no idea how long this pandemic will impact the global community. But we are committed to doing the best we can to care for our members and communities where Community of Christ is present.”

We pray for a spirit of discernment, for wisdom, and patience. We pray for researchers and medical professionals; for the planners; for the ill and recovering; for those grieving and struggling with the weightiness of these times. We pray for the watchers and wonderers, and all those who wait upon the Lord.

May the Holy One, our Advent Hope, Good Teacher and Resurrection Truth, guide your decisions.

Appendices

Appendix 1: Websites for Planning and Preparedness

1. <https://experience.arcgis.com/experience/ea2b1340b0694c2681268b5d1476b73e> - Shawnee County COVID-19 Cases Dashboard
2. http://www.snco.us/HD/Document/travel_quarantine.pdf - Travel-Related Quarantine Guidelines | COVID-19
3. <https://covid.ks.gov/ad-astra-a-plan-to-reopen-kansas/> - Ad Astra: A Plan to Re-Open Kansas
4. <https://www.cdc.gov/coronavirus/2019-ncov/index.html> - Centers for Disease Control and Prevention
5. <https://www.coronavirus.kdheks.gov/> - Kansas Department of Health and Environment
6. <https://www.who.int/emergencies/diseases/novel-coronavirus-2019> - World Health Organization
7. <https://www.cdc.gov/flu/symptoms/flu-vs-covid19.htm> - Similarities and Differences between Flu and COVID-19
8. <https://churchleaders.com/pastors/pastor-articles/375860-essential-guide-to-reopening-your-church-post-covid-19.html> - Church reopening ideas

Appendix 2: Glossary

Activation - Once the pandemic plan has been implemented, whether in whole or in part, it is considered “activated.”

All-hazards - The spectrum of all types of hazards including accidents, technological events, natural disasters, terrorist attacks, warfare, and chemical, biological including pandemic influenza, radiological, nuclear, or explosive events.

Catastrophic emergency - Any incident, regardless of location, that results in extraordinary levels of mass casualties, damage, or disruption severely affecting the U.S. population, infrastructure, environment, economy, or government functions.

Cleaning - This refers to the removal of dirt and impurities, including germs, from surfaces. Cleaning alone does not kill germs. But by removing the germs, it decreases their number and therefore any risk of spreading infection.

Communications - Voice, video, and data capabilities that enable the leadership and staff to conduct the mission essential functions of the organization. Robust communications help ensure that the leadership receives coordinated, integrated policy and operational advice and recommendations and will provide the ability to communicate internally and with other entities.

Community facilities - Are places such as schools, daycare centers, and businesses which comprise most non-healthcare settings that are visited by the general public outside of a household.

Continuity - An uninterrupted ability to provide services and support, while maintaining organizational viability, before, during, and after an event.

Delegation of authority - Identification, by position, of the authorities for making policy determinations and decisions. Generally, pre-determined delegations of authority will take effect when normal channels of direction have been disrupted and will lapse when these channels have been reestablished.

Disinfecting - Is a process that works by using chemicals, for example EPA-registered disinfectants, to kill germs on surfaces. This process does not necessarily clean dirty surfaces or remove germs. But killing germs remaining on a surface after cleaning further reduces any risk of spreading infection.

Essential functions - The critical activities performed by organizations, especially after a disruption of normal activities.

Facilities - Locations where an organization's leadership and staff operate.

Government functions - Government functions include both the collective functions of the heads of agencies as defined by statute, regulations, presidential direction, or other legal authority, and the functions of the legislative and judicial branches.

Isolation - This procedure is used to separate and restrict sick individuals who have a communicable disease from those who are healthy. It restricts the movement of a sick individual to help stop or slow the spread of a disease.

Leadership - The senior decision makers who have been elected or designated to head an organization.

Memorandum of Agreement/Memorandum of Understanding (MOA/MOU) - Written agreements between departments/agencies that require specific goods or services to be furnished or tasks to be accomplished by one agency in support of the other.

Mission Essential Functions (MEFs) - The limited set of functions that must be continued throughout, or resumed rapidly after, a disruption of normal activities.

Normal operations - Generally and collectively, "normal operations" refer to the broad functions undertaken by an organization when it is assigned responsibility for a given functional area; these functions include day to day tasks, planning and execution of tasks.

National Response Framework (NRF) - A guide for conducting comprehensive, national, all hazards incident management. The NRF incorporates public and private sector participation at all levels, from Federal agencies to the State and community level, and also emphasizes the importance of personal preparedness by individuals and their families.

Orders of succession - Provisions for the assumption of senior agency offices during an emergency in the event that any of those officials are unavailable to execute their duties.

Plan - A proposed or intended method of getting from one set of circumstances to another. A plan is often used to move from the present situation towards the achievement of one or more objectives or goals.

Quarantine - This is used to separate and restrict the movement of well individuals who may have been exposed to a communicable disease to see if they begin to show symptoms and become sick. These people may have been exposed to a disease and do not know it, or they may have the disease but do not show symptoms. Quarantine can also help limit the spread of a disease.

Recovery - The implementation of prioritized actions required to return an organization's processes and support functions to operational stability following an interruption or disaster.

Risk analysis - The process by which risks are identified and evaluated.

Risk assessment - The identification and assessment of hazards.

Risk management - The process of identifying, controlling, and minimizing the impact of events whose consequences are or may be unknown, or events that are themselves fraught with uncertainty.

Survivable communications - The establishment and maintenance of an assured end-to-end communications path during all phases of an all hazard event.

Vital records - Electronic and hardcopy documents, references, and records to support essential functions during a continuity event.

Appendix 3: Local COVID-19 Related Phone Listings

MH Crisis Lines – Shawnee County

Valeo (ages 18+) Open 24/7 **1-785-234-3300**

FSGC (17 & under) Open 24/7 **1-785-232-5005**

General Hotline – Shawnee County

General Questions and Rumor Control **1-785-251-4848**

Attachments

Attachment 1: Participant Tracking Form

[illegible]

Attachment 2: Church Building Reopening Signs



Community of Christ

ATTENTION



DO YOU FEEL ILL OR HAVE ANY SYMPTOMS?

- Fever over 37.8°C/100°F
- Persistent cough
- Sore throat
- Runny nose



HAVE YOU OR SOMEONE IN YOUR FAMILY UNIT TESTED POSITIVE FOR COVID-19?

Please wait at least 2 weeks after receiving test results and show no signs of illness.

Note: family units are groups of people who are living in the same dwelling space















DO NOT ENTER AND RISK EXPOSING OTHERS

Attachment 3: Community of Christ Implementation Checklist

Implementation Checklist

The church's response to reopening our church buildings to mitigate the spread of Covid19 should emphasize **"protecting the most vulnerable" (D&C 164:6a)** in our congregations, cities, towns, and villages. The following implementation guidelines are intended to provide as-safe-as-possible environment for physical gathering. It is expected that congregations will follow government guidelines and recommendations. Please, contact your Field Support Minister or Apostle if you have any questions or concerns.

May these guidelines assist local leaders in making responsible decisions that will care for the spiritual and physical needs of all people.

	Check	Directions
General Church Facility		
Cleaning and Sanitizing 		Follow the cleaning and sanitizing guidelines. Complete the Cleaning Record checklist before and after each meetings/gathering. Including restrooms, kitchen, classrooms and any other rooms in the building.
Health Officer 		Appoint a Health Officer to ensure all site requirements are in place before opening. This person is responsible to immediately notify the pastor if a problem arises and someone needs to be asked to leave, or that the gathering needs to end.
Signs 		Post signs in front of building such as physical distancing guidelines, wearing face covering and stay home if you're sick or show symptoms indicated in the CDC website at https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html
Attendance 		Keep an attendance record. Complete the Participant Tracking list during each gathering.
Hand Sanitizer Stations 		Provide hand sanitizer (with 60%+ alcohol) stations in multiple locations.
Face Masks 		All participants should wear a face mask/covering if indicated by local governments. Offer free face masks at the entrance of the facility for those without one.
Printed Materials 		Remove all pens, information cards, worship bulletins, hymnals, Bibles, any printed materials or literature from seats/pews.
Food 		Avoid preparing or bringing food in facilities (no potlucks or any meals). Turn off any drinking fountains, vending machines or any food distributing devices (Coffee/Tea pots, percolators, gumball machines, candy bowls, etc....)
Sanctuary/Worship		
Bulletins		Suspend the use of Bulletins or inserts. Project order of worship or email/text order of worship ahead of time.
Social, Greetings & Classes 		Avoid any social crowding, class settings and maintain social distancing when greeting each other before and after the worship service.
Singing 		Refrain from singing. Project hymn lyrics with music or play meditation music or recordings of a member singing. Still comply with copyright rules.
Seating Arrangements 		Family members within a household can sit together with 6 feet/2 metres empty spaces on either side. Consider roping off/covering or removing some seating to allow for physical distancing.
Attendance 		Follow local government guidelines for seating capacity (limit of 30% capacity). Continue to offer online worship if possible.
Communion 		Refrain from using our communion plates & trays for the Lord's Supper. Have participants bring their own emblems or have one priesthood member wearing latex gloves and a face covering handing individual purchased packages/containers.
Sacraments 		Other sacraments that involve touch or proximity should be delayed until physical distancing requirements are suspended by local or national governments and health organizations. Requests for individual exceptions for other sacraments should be directed to the supervising apostle, who will consult with the First Presidency before responding.
Disciples Generous Response		Remove all envelopes from pews/seats. Arrange one location with a receptacle to receive offering, preferably close to the exit of the sanctuary or the building. Encourage E-Tithing
Worship Duration		Limit the worship time to 45 minutes. Avoid any social gatherings, class settings or greetings before and after the worship inside the building.

Attachment 4: Health Screen Tool

1. Have you been tested for COVID-19	Yes (go to #2)	No (Go to #6)
2. If yes, did you test positive	Yes (go to #3)	No (go to #3)
3. Did you have symptoms	Yes (go to #4)	No (go to #5)
4. Has it been at least 10 days since symptoms appeared AND at least 24 hours since your fever stopped without fever reducing medication AND your symptoms are better?	Yes (go to #6)	No (STOP – PLEASE STAY HOME!)
5. Has it been at least 10 days since your test OR have you had 2 negative tests given at least 24 hours apart?	Yes (go to #6)	No (STOP – PLEASE STAY HOME)
6. In the last 14 days have you had close contact with someone who tested positive for COVID-19 or was suspected of having COVID-19?	Yes (go to #7)	No (go to #8)
7. If yes, has it been at least 14 days since you had close contact with someone who tested positive for COVID-19 or was suspected of having COVID-19?	Yes (go to #8)	No (STOP – PLEASE STAY HOME)
8. *In the last 14 days, have you traveled to Arizona or Florida.	Yes (STOP – PLEASE STAY HOME)	No (go to #9)
9. *In the last 14 days, have you been on a cruise ship or river cruise?	Yes (STOP – PLEASE STAY HOME)	No (go to #10)
10. *In the last 14 days, have you returned from travel in Bahrain, French Guiana, China, Iran, European Schengen area countries, the United Kingdom, The Republic of Ireland or Brazil?	Yes (STOP – PLEASE STAY HOME)	No (go to #11)
11. **Do you currently have any of the following symptoms, not explained by other illnesses (for example, hay fever or food poisoning)? (If you answer Yes to any of the following, PLEASE STAY HOME)		
Fever of 100.4 or higher	Yes	No
Chills	Yes	No
Shortness of breath or difficulty breathing	Yes	No
Fatigue	Yes	No
Cough	Yes	No
Muscle or body aches	Yes	No
New loss of taste or smell	Yes	No
Sore throat	Yes	No
Congestion or runny nose	Yes	No
Nausea or vomiting	Yes	No
Diarrhea	Yes	No

*Information as of the July 14th update on the KDHE website re: COVID-19 and travel. Please update regularly.

**Information as of July 18th on the CDC website re: COVID-19. Please update regularly.

Attachment 5: Cleaning Checklist

Cleaning & Sanitizing Checklist

Date _____ Person(s) Cleaning _____

These areas need to be **cleaned each time** before and after any group assemblies in the building.
Please check each column when completed.

	Before Meeting	After Meeting	Comments/Notes
General Areas			
Door/Cabinet Handles			
Table/Counter Tops			
Window Handles			
Chairs/Benches/Seating			
Light Switches			
Floors			
*Includes classrooms, library, etc.			
Sanctuary			
Chairs/Benches/Pews			
Podiums			
Handrails			
Microphones			
Keyboards/Organs/Pianos			
Media Areas/Office			
Musical Instruments/Stand			
Sound Systems			
TVs/Screens/Video Projectors			
Remote Controls			
Computer/Keyboard/Mouse			
Kitchen			
Counter Tops			
Faucet Handles			
Cabinet Handles			
Stove/Oven/Microwave Handles			
Refrigerator/Freezer Handles			

Restrooms			
Bathroom Faucets			
Toilet Handles and Seats			
Hand Rails			
Door/Stall Handles			
Shower Heads/Handles			
Counter Tops			
Soap Dispensers			
Paper Towel Dispensers			
Baby Changing Stations			

Attachment 6: Shawnee County Resolution 2020-44

RESOLUTION NO. 2020-44

A RESOLUTION AND ORDER REGARDING THE USE OF FACE MASKS OR FACE COVERINGS IN SHAWNEE COUNTY IN RESPONSE TO COVID-19

WHEREAS, as a result of the Coronavirus (COVID-19) pandemic, the State of Kansas declared a State of Disaster Emergency on March 12, 2020; and

WHEREAS, as a result of the Coronavirus (COVID-19) pandemic, the Board of County Commissioners of Shawnee County, Kansas declared a State of Local Disaster Emergency on March, 18, 2020, and extended the same on May 18, 2020; and

WHEREAS, Governor Laura Kelly of the State of Kansas issued Executive Order 20-52, effective as of 12:01 a.m. on July 3, 2020, requiring individuals to wear masks or other face coverings in public; and

WHEREAS, the Board of County Commissioners of Shawnee County, Kansas supports the intent of face covering requirements in an effort to control the spread of COVID-19 while at the same time facilitating economic recovery and revitalization; and

WHEREAS, Kansas law authorizes the Board of County Commissioners of any county to issue an order relating to public health that includes provisions that are less stringent than the provisions of an executive order effective statewide issued by the Governor; and

WHEREAS, the Board of County Commissioners of Shawnee County, Kansas has consulted with the Local Health Officer regarding the Governor's executive order and the Board finds that implementation of the full scope of the provisions in the Governor's executive order are not necessary to protect the public health and safety of the residents of Shawnee County; and

WHEREAS, the Board of County Commissioners of Shawnee County, Kansas desires to implement an order containing provisions regarding face coverings that are in some respects less stringent than the provisions contained in the Governor's Executive Order 20-52, but that still serve as a mechanism to assist in controlling the spread of COVID-19; and

NOW, THEREFORE, The Board of County Commissioners of Shawnee County, Kansas, meeting in regular session on this 6th day of July, 2020, does hereby Resolve and Order as follows:

Effective at 12:01 a.m. Thursday, July 9th, 2020, the Executive Order 20-52 issued by the Governor of the State of Kansas shall be replaced in its entirety with the provisions as outlined below with respect to Shawnee County:

1. DEFINITIONS.

- a. "Face Mask Other Face Covering" means a covering of the nose and mouth secured to the head with ties, straps, loops over the ears, or wrapped around the lower face from the nose down. It can be made of synthetic and natural materials including cotton, silk, linen, fleece or paper, and contain multiple layers. It can be factory made or made from household items. The definition includes a clear plastic face shield that covers the forehead, extends below the chin, and wraps around the sides of the face. A Mask or Other Face Covering should not be touched or readjusted until such time as the mask is removed and hand hygiene should be used before taking masks off and prior to remasking.
- b. "Public Space" means any indoor or outdoor space or area that is open to the public, not including private residential property or private offices or workspaces that are not open to customers or public visitors.
- c. "Social Distancing" means keeping at least six (6) feet of distance between yourself and others outside your household, except for infrequent or incidental moments of closer proximity.

2. INDOOR PUBLIC SPACES. Subject to Paragraphs 5 and 6 below, when in an Indoor Public Space (including but not limited to a workplace, business or facility such as a community center or library), a Face Mask or Other Face Covering is required to be worn by individuals who cannot achieve Social Distancing.

- a. All businesses or organizations in Shawnee County must require all employees, customers, visitors, members, or members of the public to wear a Mask or Other Face Covering when:
 - i. Employees are working in any space visited by customers or members of the public if members of the public or coworkers are present at the time and Social Distancing cannot be achieved; ii. Employees are working in any space where food is prepared or packaged for sale or distribution and Social Distancing cannot be achieved; iii. Employees are working in or walking through common areas, such as hallways, stairways or elevators.

3. OUTDOOR PUBLIC SPACES. Subject to Paragraphs 5 and 6 below, When in an Outdoor Public Space (including but not limited to all outdoor public gathering places such as bus stops, sidewalks, parks, playgrounds, sporting

events, farmers markets, restaurant/bar patio seating), a Face Mask or Other Face Covering is required to be worn by individuals who cannot achieve Social Distancing.

4. TRANSPORTATION. Subject to Paragraphs 5 and 6 below, when using or waiting for public transportation, taxis or ride-sharing services, a Face Mask or other Face Covering is required to be worn by individuals at all times.
5. EXCEPTIONS. A Face Mask or Other Face Covering is not required when:
 - a. Inside a solitary space, such as an enclosed workspace assigned to one worker where no contact with the public or co-workers takes place;
 - b. Driving alone or solely with others members of the same household;
 - c. Swimming in a pool, lake or other body of water or otherwise engaged in activities that may cause the Mask or Other Face Covering to get wet;
 - d. Engaged in strenuous physical activity, whether in a gym or outdoors, (including athletes who are engaged in organized sports activities) so long as Social Distancing can be achieved;
 - e. Communicating with persons who are deaf or hard of hearing;
 - f. Seated at a restaurant or other establishment that offers food or beverage service, while eating or drinking;
 - g. Obtaining a service that requires temporary removal of the Face Mask or Other Face Covering for security surveillance, screening, or a need for specific access to the face, such as when visiting a bank or engaging in a medical procedure.
 - h. Speaking or presenting to an audience or congregation if more than 10 feet distance can be achieved.
6. PERSONS EXEMPT. The following individuals are exempt from Face Mask or Other Face Covering requirements:
 - a. Children under the age of 10 years old. Children aged 2 and under should not wear a Face Mask or Other Face Covering because of the risk of suffocation. It is recommended but not required that Children aged over 2 and under 10 wear a Face Mask or Other Face Covering with the assistance and close supervision of an adult when Social Distancing cannot be achieved;
 - b. Persons with a medical condition, mental health condition, or disability that prevents wearing a Face Mask or Other Face Covering, including but not limited to persons with a medical condition for whom wearing a Face Mask or Other Face Covering could obstruct breathing or who are unconscious, incapacitated, or otherwise unable to remove a face covering without assistance;
 - c. Persons for whom wearing a Face Mask or Other Face Covering would create a risk to the person related to their work, as determined by local, state or federal regulators or workplace safety guidelines;

- d. Persons who are engaged in an activity that a professional association or regulatory entity has determined should not be conducted while wearing a Face Mask or Other Face Covering, such as for childcare providers;
- e. Persons are engaged in any lawful activity during which wearing a mask or other face covering is prohibited by law.

7. ENFORCEMENT.

- a. Any person who intentionally violates any provisions of this order may incur a civil penalty in an amount up to \$2,500 per violation. Each penalty may be assessed in addition to any other penalty provided by law.
- b. Violations of this Order shall be brought under chapter 60 of the Kansas Statutes Annotated, and amendments thereto, by county or district attorney of Shawnee County. Civil Penalties sued for and recovered shall be paid into the general fund of Shawnee County.
- c. The county or district attorney of Shawnee County may bring an action to enjoin, or to obtain a restraining order, against any person who has violated, is violating or is otherwise likely to violate this order.

This Order shall replace all provisions in any current order issued by the Local Health Officer relating to Face Masks or Other Face Coverings, but shall be read in conjunction with and in addition to all remaining provisions in any current Order of the Local Health Officer in relation to COVID-19.

This Resolution and order rescinds Resolution No. 2020-41 and/or any other resolutions in conflict herewith.

This Resolution and order shall remain in effect until terminated or modified by the Board of County Commissioners of Shawnee County, Kansas.

BOARD OF COUNTY COMMISSIONERS
SHAWNEE COUNTY, KANSAS

No

William D. Riphahn, Chair




Kevin J. Cook, Vice-Chair



Aaron Mays, Member



ATTEST:



Cynthia A. Beck, Shawnee County Clerk

Approved as to Legality
and Form: Date 1-6-20



ASST. CO. COUNSELOR

Attachment 7: Shawnee County Health Department Community Resource List



Shawnee County Health Department
 Linda Ochs, Director
 2600 SW East Circle Dr., Topeka, KS 66606
 Ph. 785.251.5600 | Fax 785.251.5696
www.shawneehealth.org

Alcohol/Drug/Behavioral Health

Alanon and Alateen for Families of Alcoholics	785-215-1045	www.al-anon.org	
Alcoholics Anonymous	785-235-2226 (24 hour service)	www.aatopeka.org	
Cocaine Anonymous	316-302-9401	www.cakansas.org	
Family Service & Guidance Center (Children & Adolescent Mental Health Programs)	785-232-5005	www.fsgctopeka.com ***	325 SW Frazier Topeka
First Step At Lakeview (Women's Recovery Center)	785-843-9262	www.dccca.org ***	3015 W 31 st St Lawrence, KS
Gamblers Anonymous	1-855-222-5542	www.gamblersanonymous.org	
Heartland Regional Alcohol & Drug Asst Center (RADAC Screening)	1-800-281-0029	www.hradac.com ***	
Kansas Responsible Gambling Alliance	1-800-522-4700	www.ksgamblinghelp.com	
Mirror, Inc.	785-267-0561	www.mirrorinc.org ***	2201 SE 25 th St
Narcotics Anonymous	1-855-732-4673	www.MarscNA.net	
New Dawn Wellness & Recovery Center	785-266-0202	www.newdawnrecovery.org ***	4015 SW 21 st St Topeka
Prevention and Recovery Services (PARS)	785-266-8666	www.parstopeka.com	2209 SW 29 th St Topeka

Sims Kemper Clinical Counseling & Recovery	785-233-0666	www.sims-kemper.com ***	1701 SW Medford Topeka
Stormont-Vail West	785-270-4600	www.stormontvail.org/stormontvail-west ***	3707 SW 6 th Ave
Valeo Behavioral Health Care	785-233-1730 24 Hour Crisis Line: 785-234-3300	www.valeotopeka.org ***	330 SW Oakley Topeka
Valeo Recovery Center	785-233-1730 ext. 6380 24 Hour Detox Line: 785-234-3448	www.valeotopeka.org ***	330 SW Oakley Topeka
*** Accepts KanCare***			

Breastfeeding Education and Support

La Leche League	785-256-0260	www.llusa.org	
Milk Café for Pregnant and Breast Feeding Women Shawnee County Health Department	785-251-5607	Hours: Mon: 8:30a-11a Tues: 10:15a-1p, 3p-6p Thurs: 1:15p-4p	2600 SW East Circle Dr
Stormont-Vail Health Breastfeeding Clinic	785-354-5034	M-F 10a-Noon Sat: 9:30a-10:30a	1500 SW 10 th
University of KS Health System-St. Francis Campus	785-270-5072	Call to schedule an appointment.	1700 SW 7th

Childcare Information and Resources

Child Care Aware of Eastern Kansas	785-357-5171	https://east.ks.childcareaware.org	1100 SW Wanamaker Suite 201
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Child Passenger Car Safety

Kansas Traffic Safety Resource Office	785-233-5885	www.ktsro.org	Child passenger safety resources
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Safe Kids (2 locations) Car seat check-ups & safety workshops	785-354-5428 785-296-1223	www.safekids.org/coalition/safekids-shawnee-county	1500 SW 10 th St 1000 SW Jackson St Ste130
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Clothing and Appliances

Baby Closet West Side Baptist Church	785-233-4241	Mon: 9-11, Wed: 5p-7p Thur: 1p-3p Free clothing and baby necessities ages NB-5	1008 SW 4 th St
Birthright	785-234-0701	Mon 9:30-1p, Tu 6p-8p, W 9:30a-1p, 6p-8p, Thur 6p-8p, Sat 9:30a-1p Maternity & Baby Items	512 SW 7 th
CAB Care Closet (Topeka Bible Church College Ave Building)	785-234-5545	10a-12p First Saturday of each month (unless rescheduled due to holiday) Free clothing for infants to adults. Arrive early for best selection.	1135 SW College Ave (Use North doors)
Catholic Charities	785-233-6300	Diapers, formula, clothes, misc. Monday-Friday 8:30am-4:30pm Pantry Hours M-F 10:00am-2:00pm	234 S Kansas Ave
Diaper Depot Community Action Headstart	785-836-4500	50 diapers/month Eligibility Requirements	1000 SE Hancock St
Doorstep, Inc	785-357-5341	Tues: 9a-1:45p MUST be there before 1:30p Free clothing for all ages, food assistance, formula, rent/utility assistance and bus passes <i>Call before going to verify what documents to bring</i>	1119 SW 10 th St
God's Storehouse	785-608-6743	M-F 9a-8p Sat 10a-5p There is a Family Assistance application process for Families in Need	2111 SW Chelsea Dr
Goodwill	785-228-9774	Mon-Sat 9a-9p Sun 11a-6p	5515 SW 21 st St
Hidden Treasures Mall	785-296-0817	Mon-Fri 9a-3:30p <i>Clothes & furniture</i>	3107 SW 21 st St (located at KNI)
Let's Help	785-234-6208	Mon-Fri: 8:00a-4p Closed 11a-1p Free emergency clothing, help with medications & small appliances	200 S Kansas Ave, Topeka KS 66603
Lifeline Children's Services	785-249-6130	Mon-Fri: 10a-3:30p Maternity Clothes, baby clothes & diapers, toddler clothes up to 4 yrs. of age	2041 SW McAlister Ave
MAJ-R Thrift Store	785-234-3101	Mon-Sat 9a-8p Sun 10a-6p	2020 NW Topeka Blvd

Mary's Choices	785-246-6805	Mon and Thurs 12:00p -5:00p Diapers, formula & baby supplies. www.maryschoices.com	551 NW Broad St
Mommy & Me	785-266-0375	Mon-Fri 10a-6p Sat 9a-5p	3703 SW Burlingame Rd

Department of Children & Families

Cash Assistance (TANF)	785-296-2500	Cash Assistance benefit provided depends upon family income and the county in which one lives	500 SW Van Buren To apply online go to: www.dcf.ks.gov/services
Child Care	785-296-2500	Helps pay for Child Care Costs	500 SW Van Buren To apply online go to: www.dcf.ks.gov/services
Child Support Services	1-888-757-2445	Helps children receive the financial support necessary for their growth and development	500 SW Van Buren To apply online go to: www.dcf.ks.gov/services
Food Assistance Program	785-296-2500	Provides crucial support to elderly households, to low-income working households, to other low income households that include unemployed or disabled	500 SW Van Buren To apply online go to: www.dcf.ks.gov/services
KanCare Health Insurance	1-800-792-4884	Shawnee Co. WIC office has their own personal eligibility specialist so WIC clients can turn in their applications at our office and the specialist will work your cases personally. Robin Godden is the Specialist and you can contact her at 785-966-8267 or 785-207-0564	6700 S. Topeka Blvd Bldg. 281 To apply online go to: https://kancare.ks.gov/consumers/applyfor-kancare

Healthy Kansas Kids	1-833-309-0121	Outreach Representatives are available to provide personal assistance in completing your KanCare application & answer questions. For locations and times visit website or call.	https://healthykansaskids.org/
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Dental Providers that Accept KanCare

Adventure Dental & Vision	785-783-5981	Adults & Children	400 SW 29 th
Covenant Family Dental Care	785-783-8550	Vermelle Brown-Ghosten	5501 SW 29 th
GraceMed Capitol Family Clinic	785-861-8800	Dr. Lacey Randa Dr. Shawna Huffman	1400 SW Huntoon
Dr. Larry Hargreaves	785-783-7550	Adults & Children	1401 SW 37 th
Marian Clinic Dental	785-233-2800	Adults & Children	3164 SE 6 th
Pediatric Smiles	785-272-6060	Accepting patients with KanCare that are referred or who are under age 6	6231 SW 29 th
Pine Ridge Family Wellness Center	785-380-6021	Primary & Urgent Care; no one turned away for inability to pay; Accept Delta Dental & BCBS Persons with no insurance pay according to a sliding scale	2721 SE 10 th
Topeka Dental Clinic LLC	785-267-9500	(Birth to age 20)	2037 SE 29 th

Education

Hope Street Academy USD 501	785-438-4292	Alternative School	1900 SW Hope St
Let's Help	785-270-5267	Assistance with GED For Adults	200 S Kansas Ave
Orion-Topeka	785-228-2336	Self-paced HS Diploma Program	5331 SW 22 nd Place Ste M
Pleasant Hill Learning Campus – USD 345	785-575-8770	Alternative Middle School for grades 7 th thru 12th	5830 NW Topeka Blvd

The Advantage Center Washburn Tech	785-670-2390	GED Program	5724 SW Huntoon Bldg. A
Washburn Tech East	785-670-2200	GED & ESL (English as a second language)	2014 SE Washington
WRHS - USD 437	785-339-4900	Diploma program for At-Risk students Grades 10-12	5900 SW 61st

Emergency Resources

Limited funding for rent, utilities, dental, bus passes & misc. items when available

****Call before going****

American Legion Dept of Kansas	785-232-9315	Temporary financial assistance to Veterans and Veteran families	1314 SW Topeka Blvd
Antioch Family Life Center	785-232-1937 Ext 21	Mon: Food Bank 10a-12p Thurs: Food Bank & Community Health Services	1921 SE Indiana
Catholic Charities	785-233-6300	Monday, Tuesday, Thursday, Friday 9a-12p & 1-3:30p Closed Wednesdays	234 S Kansas Ave
Community Action	785-235-9296	**Diaper Depot ** 50 per month NB-Age 3	455 SE Golf Park Blvd
Doorstep	785-357-5341	**CALL BEFORE GOING**	1119 SW 10th
I Care, Inc	785-267-5910	Mon-Fri 8:30-11:30 Tuesday Eve 5:30-7:30 There is a shopping room in which miscellaneous items can be picked up	2914 SE Michigan Ave
Let's Help	785-234-6208 Ext 256	**CALL BEFORE GOING**	200 S Kansas
Salvation Army	785-233-9648	**CALL BEFORE GOING**	1320 E 6 th
Topeka North Outreach, Inc	785-286-1370	Tuesday & Thursday 9a-3p	210 NW Menninger Rd

Employment/Job Training

Flint Hills Job Corp	1-800-733-5627	Education/Vocation training for 16-24 year old	4620 Eureka Dr Manhattan, KS
Kansas Works	Get free app on Apple or Android phone to apply or search for jobs	Affiliated with the Topeka Workforce Center, many employers advertise open positions through this site & seek employees	www.kansasworks.com The app or website lists job fair and training events under the Upcoming Events section

Topeka Workforce Center	785-235-5627	Provides full range of assistance and resources a job seeker may need	1430 SW Topeka
Valeo Services for Employment Success	785-357-0580	Assist clients with psychiatric and/or dual diagnosis and served by Valeo	2401 SW 6 th St

Growth & Development

Early Childhood

Birth-3 & 3-5 Services

Auburn-Washburn USD 437	785-339-4675	Early Childhood Ages 3-5	
Community Action Headstart	785-266-0245	Early Childhood Ages 3-5	2400 SE Highland Ave
Easterseals Capper Foundation	785-272-4060	Medical Therapy Services for Children under 5 with intellectual, developmental and related disabilities	3500 SW 10 th Ave
Seaman USD 345	785-575-8670	Screening and Services for Children Ages 3-5	
Shawnee Heights USD 450	785-357-5440	Screening and Services for Children under 5	
Sheldon Headstart	785-438-4530	Early Childhood	1155 SW Seabrook
Silverlake USD 372	785-582-4939	Screening and Services for Children Ages 3-5	
TARC	785-232-0597	Screening and Services for Children under 5 with intellectual, developmental and related disabilities.	2701 SW Randolph Ave www.tarcinc.org
Topeka USD 501	785-235-7261- Screenings 785-235-7240 SPED Services	Screening and Services Ages 3-5	1020 NE Forest
Rossville Kaw Valley USD 321	785-584-6188	Screening and Services Children Ages 3-5	

Parents as Teachers

Seaman USD 345	785-221-6416	https://parentsasteachers.org/ Parents as Teachers promote early childhood development from prenatal to kindergarten. 501 Playgroup Schedule https://sites.google.com/a/tps501.org/topeka-parentsas-teachers/playgroups	
Auburn-Washburn USD 437	785-339-4762		
Shawnee Heights USD 450	785-730-5379		
Topeka USD 501	785-274-6480		
Rossville USD 321	785-584-6731		

Parenting Classes

Families Together	785-233-4777 Spanish – 1-800-499-9443	Information Center for families whose children have special health care needs or disabilities	5611 Southwest Barrington Court South, Suite 120
Keys for Networking	785-233-8732	Information Center for families whose children have Emotional or Behavior needs	900 S Kansas Ste 301

Housing

Cornerstone of Topeka, Inc	785-232-1650	Transitional program offering apartments and affordable housing to working homeless	1195 SW Buchanan Suite 103
H.O.P.E. Connection	785-357-0580	Provides emergency aid and housing for persons who get services from Valeo	2401 SW 6 th Ave
Housing and Credit Counseling, Inc	785-234-0217	Provides counseling and education on budgeting	1195 SW Buchanan Suite 101 www.hcci-ks.org
Housing Resource Center	1-877-428-8844		
Topeka Housing Authority	785-357-8842	Rent based on income	2010 SE California www.tha.gov
Topeka Rescue Mission	785-354-1744	Temporary shelter for homeless individuals including men, women and family shelters	600 N Kansas www.trmonline.org

Legal Help

Washburn Law Clinic	785-670-1191		
Kansas Legal Services	785-233-2068		712 S. Kansas Ste 201

Pregnancy/Labor and Delivery Education

Baby Basics Shawnee Co Health Department	785-251-5647	Free Classes. Preregistration required	2600 SW East Circle Dr
Birthright of Topeka	512 SW 7 th	Free pregnancy testing, counseling and referrals. Hours: Mon, Wed, Sat: 9:30a to 1:00p Tues, Wed, Thurs: 6p-8p Anytime by appointment www.birthright.org	512 SW 7th
GraceMed	785-861-8800	www.gracemed.org	1400 SW Huntoon
Health Connections @ Stormont-Vail Health Center	785-354-5225	Free Classes, Preregistration required	1500 SW 10 th
Immanuel Birth Company	785-232-6950	www.birthe.com	1109 SW Topeka Blvd
Lifeline Children's Services	785-249-6130	Free Pregnancy testing	2041 S McAlister Ave
Mary's Choices	785-246-6805	Free Pregnancy testing, counseling and referrals Hours: Mon & Thurs 12p-5p www.maryschoices.com	551 NW Broad St
New Life Center @ University of KS Health System-St. Francis Campus	785-295-8270	Free Expectant Parent Classes, Preregistration required https://kutopeka.com/	1700 SW 7 th
Pregnancy Crisis Hotline	1-800-712-4357		
Shawnee Co Health Department	785-251-5700	Pregnancy Testing \$35 (urine test)	2115 SW 10 th

Smoking Cessation

Kansas Tobacco Quit Line	1-866-526-7867	Free Available 24 hours www.quitnow.net/Kansas/	
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Staffing Agencies

Adecco	785-267-2342		825 S Kansas Ste 1
Express Employment Professionals	785-267-2773		2300 SW 29 th Ste 100
Kelly Services	785-272-2409		712 S Kansas
Key Staffing	785-272-9999		5840 SW Huntoon
Premier Employment Solutions	785-273-9944		5840 SW Huntoon
Westaff	785-273-3939		1031 SW Gage

Transportation

A&A Medical Transport	785-233-8212	Wheel Chair Accessible	
Capital City Taxi	785-267-3777		
Topeka Metro & Bike Share	785-783-7000		
Yellow Cab	785-357-4444		
1 st Class Medical Transport	785-266-1331	Wheel Chair Accessible	

Women's Safety

YWCA	Daytime: 785-354-7927 Evening and Weekends: 1-888-822-2983	Center for Safety and Empowerment	225 SW 12 th www.ywcaneks.org
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Credits

Centers for Disease Control and Prevention
1600 Clifton Road NE,
Atlanta, GA 30329

Community of Christ
International Headquarters
1001 W. Walnut
Independence, MO 64050

Federal Emergency Management Agency
500 C Street, SW
Washington, D.C. 20472

Shawnee County Health Department
2600 SW East Circle Drive
Topeka, KS 66606

Wisconsin Department of Health Services
1 W Wilson Street,
Madison, WI 53703

U.S. Department of Health & Human Services
200 Independence Avenue, S.W.
Washington, D.C. 20201