

# Management Committee's COVID-19 Community Level Instructions

## June 24, 2022

### COVID-19 Community Level Low

CDC Instruction	Special Instructions for Utah Courts
Maintain improved ventilation throughout indoor spaces.	Ventilation and filtration systems must be in working order to facilitate clean air and circulation.
<a href="#">Follow CDC recommendations for isolation and quarantine, including getting tested if you are exposed to COVID-19 or have symptoms of COVID-19.</a>	Personnel who have COVID-19 or are required to quarantine or isolate under CDC guidelines must contact their supervisor and must not come to the courthouse until the supervisor authorizes a return to the courthouse. The supervisor may not authorize a return to the courthouse before the end of any period of quarantine or isolation recommended by the CDC guidelines or before the individual has completed any testing recommended by the CDC guidelines. The information about personnel must be kept confidential.

### COVID-19 Community Level Medium

CDC Instruction	Special Instructions for Utah Courts
Follow all instructions for COVID-19 Community Level Low.	
Protect people at high risk for severe illness or death by ensuring equitable access to vaccination, testing, treatment, support services, and information.	Courts may provide accommodations to persons who are <a href="#">high risk for severe illness</a> including employees, patrons, and judges.  Accommodations for patrons may include allowing them to appear remotely or having their cases continued. Accommodations for employees may include allowing them to work remotely or having their work schedules altered or workspaces rearranged. Courts should consider accommodations on a case-by-case basis after consultation with the vulnerable person, and assisted by the human resources department. Any action taken should be consistent with the Americans with Disabilities Act (ADA) (42 U.S.C., § 12101 et seq.).
Implement screening testing or other testing strategies for people who are exposed to COVID-19 in workplaces, schools, or other community settings.	Court employees should check for COVID-19 symptoms each day and should not enter the courthouse if the employee has symptoms of COVID-19 that are not explained by other conditions.  When selecting a jury panel, courts shall: <ul style="list-style-type: none"> <li>• Excuse a potential juror who expresses a sincere concern regarding personal safety and risk associated with COVID-19 and serving as a</li> </ul>

	<p>juror; and</p> <ul style="list-style-type: none"> <li>• Administer the juror COVID-19 screening questions as approved by the Management Committee to determine whether a potential juror, in the last 10 days, has tested positive for COVID-19 or been exposed to someone who tested positive for COVID19. If a potential juror answers yes, the judge may excuse the potential juror or may ask further questions and take action under the <a href="#">CDC Quarantine and Isolation Calculator</a>.</li> </ul> <p>The court shall administer the COVID-19 screening questions to all jury trial participants, each day of the trial. If a person reports symptoms, a positive COVID-19 test, or exposure to a person with a positive COVID-19 test, the Court shall take appropriate action under the CDC Quarantine and Isolation Calculator.</p>
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## COVID-19 Community Level High

CDC Instruction	Special Instructions for Utah Courts
Follow all instructions for COVID-19 Community Level Medium.	
Wear a well-fitting mask indoors in public, regardless of vaccination status.	<p>The court must supply a mask to an individual who is not wearing a mask. An individual who refuses to wear a mask may not enter the court facility and may be removed from the court facility for failure to wear a mask over their nose and mouth. If an individual is denied entry or removed from the court facility because of a refusal to wear a mask, the individual must be provided with information about how to contact the court for further instructions.</p> <p>The requirement to wear a mask does not apply to:</p> <ul style="list-style-type: none"> <li>• A witness while the witness is testifying or to other individuals in a courtroom if the judge determines that the temporary removal of a mask is necessary for identification or other similar purposes;</li> <li>• An interpreter who is in the courtroom and if necessary for effective interpreting; or</li> <li>• Court personnel if they are at their desk not dealing with the public, and physically distanced from others, or if they are actively eating or drinking, not dealing with the public, and physically distanced from others.</li> </ul>

<p>Implement screening testing or other testing strategies for people who are exposed to COVID-19 in workplaces, schools, or other community settings.</p>	<p>Courts must post notice of COVID-19 self-screening requirements in conspicuous areas where patrons enter. The list of standard criteria is found in Appendix A. If a person is denied access to the courthouse, the person must exit through a path where contact does not occur with others. The person must be given information on how they may contact the court for further instructions. Court security must alert the presiding judge, TCE, or local court administrator when a person has been denied access.</p>
<p>Set specific recommendations for prevention strategies based on local factors.</p>	<p>Management shall allow employees to work remotely when feasible and when remote work does not interfere with the operations of the courts.</p> <p>Courts shall conduct remote proceedings as much as possible. Courts must conduct a hearing, bench trial or oral argument by remote transmission if a) requested, b) feasible, and c) necessary to protect the health and safety of an individual. When an in-person proceeding is necessary, courts should limit the number of people in the courtroom to those who are required to be present for that proceeding. The court may allow remote participation by those who are able to participate remotely. If others wish to view the proceedings they should be given remote access. If possible, courts should provide an area in the courthouse where proceedings can be viewed remotely and touch areas are cleaned after use. It is assumed that it is not feasible to conduct the following proceedings remotely; jury trials in district and justice courts, trials in juvenile court, evidentiary hearings in juvenile, justice and district court, and first appearance calendars.</p> <p>Encourage patrons and require personnel to frequently wash their hands to prevent the spread of COVID-19. Hand sanitizer with at least 60% alcohol content may be used when frequent hand-washing is not feasible. Courts must stock all restrooms with the materials necessary for hand-washing, and courts must provide hand sanitizer near high use touch points and areas where court personnel interact with court patrons.</p> <p>Courts must clean high use touch points throughout the courthouse on a regular basis.</p> <p>Management should consider suspending work-related travel that is not essential.</p> <p>Personnel shall use remote meetings if feasible.</p> <p>A juvenile probation department shall follow the Probation Operations Guidelines approved by Trial Court Executives.</p>

# APPENDIX A

## Screening Signage

This is an example of the subjects that must be covered in the screening questions and signage. The wording of the questions and signs are provided as examples, but can be modified by each court.

- **STOP!** You may not enter the courthouse if you are currently experiencing any of these COVID-19 symptoms:
  - Fever or chills
  - Cough
  - Shortness of breath or difficulty breathing
  - Fatigue
  - Muscle or body aches
  - Headache
  - New loss of taste or smell
  - Sore throat
  - Congestion or runny nose
  - Nausea or vomiting
  - Diarrhea
  
- You may not enter the courthouse if you have tested positive for COVID-19 unless:
  - if you experienced symptoms, it has been at least five days since you tested positive, you are fever-free for at least 24 hours without the use of fever-reducing medication, and your symptoms are improving; or
  - if you have not experienced any symptoms, it has been at least 5 days since you tested positive.
  
- You may not enter the courthouse if you have had sustained close contact with someone who has COVID-19 and it has been less than 5 days since the last contact.