



Conference Safety Plan

Last updated 9-21-21

MINNESOTA HEALTH STRATEGY
and COMMUNICATIONS NETWORK

MHSCN is closely monitoring the COVID-19 situation in Minnesota and has developed a safety plan for our in-person fall conference scheduled for Oct. 29, 2021.

The safety plan was created using feedback and input from MHSCN members. It was designed to meet the specific safety needs of health care communications and marketing professionals who may work in health care settings that serve some of Minnesota's most vulnerable individuals – including patients who have weak immune systems, elderly patients, children who are not eligible for the COVID-19 vaccine and other patients who are at high risk for COVID-19 complications.

This safety plan may be amended in advance of the conference based on changing local, state or federal guidance. The most current version of the safety plan is available for review on the MHSCN website.

By registering to attend MHSCN's fall conference, you are attesting that you will follow the most current version of the safety plan on the day of the event.

Thank you for helping us stay safe!

Before the event

- Vaccination is one of the best things you can do to prevent getting or spreading COVID-19. **In-person conference attendees are required to show proof of full vaccination – that is, completion of a two-dose or one-dose vaccination series at least two weeks prior to the conference.**
 - At conference check-in, attendees should plan to provide one of the following items showing full vaccination:
 - Vaccination card
 - Photo of vaccination card (displaying on a phone is sufficient)
 - App indicating full vaccination (health care provider app, vaccination data on Docket app, etc.)
 - Copy of vaccination record provided by MDH
- MHSCN will offer a virtual conference experience for individuals who wish to attend but are unable to provide proof of full vaccination.
- MHSCN will continue to monitor the COVID-19 situation in Minnesota and will update the safety plan and event logistics to align with current local, state and federal guidance. MHSCN will post the most current version of the safety plan on its website and will communicate significant changes to registered conference attendees via email.
- MHSCN will ensure that event registrations do not exceed the facility capacity when accounting for social distancing.
- Conference attendees will monitor their health and will not attend the event if they are experiencing symptoms of COVID-19, have recently received a positive COVID-19 test or have knowingly been exposed to an individual who has recently tested positive for COVID-19.

During the event

- MHSCN will set up the event spaces to ensure that social distancing is maintained throughout the conference setting, including in table seating and exhibit areas.
- MHSCN will include regular breaks in the conference schedule to provide attendees dedicated time to step outside the event spaces if they desire.
- MHSCN will ensure hand sanitizer is readily available throughout the event spaces.
- Upon arrival, conference attendees will display proof of full COVID-19 vaccination and will attest that they have not recently received a positive COVID-19 test, have not knowingly been exposed to an individual who has recently tested positive for COVID-19 and are not [experiencing symptoms](#) of COVID-19.
- All conference attendees will maintain social distancing of at least six feet whenever possible and wear a mask when not eating and drinking in line with [MDH guidance](#).
- To promote social distancing and reduce contact with shared surfaces, conference attendees will select a seat at a table upon arrival and will return to the same seat for the duration of the event.
- Food and beverage offerings will be provided in “grab and go” format. Conference attendees will physically distance and wear masks when picking up food and beverage items and return to their tables before removing their masks to eat or drink.

After the event

- If a conference attendee begins showing COVID-19 symptoms within the 48 hours directly following the conference and they subsequently test positive for COVID-19, they will notify MHSCN by emailing info@mhscn.com.
 - This timing is based on MDH guidance indicating that people with COVID-19 can spread the virus to others two days before they show symptoms.
- If informed of a conference attendee’s positive COVID-19 test result under the circumstances above, MHSCN will notify all conference attendees via email. MHSCN will not disclose the identity of the individual who tested positive for COVID-19 unless the individual provides written consent. MHSCN will also notify MDH and will partner on any necessary contact tracing.

This safety plan was developed in alignment with guidance from [MDH](#) and the [CDC](#).