



## COVID-19 Volunteer Guidelines

As pastoral representatives of the Ignatian Spirituality Project charged with ensuring the health and safety of our community and participants, **all ISP volunteers are required to be fully vaccinated** prior to engaging in any ISP related programs or activities including retreats, days of reflection, spiritual reflection, and in-person team formation.

Volunteers are also required to follow the *COVID-19 Safety Protocols* set forth on our website when planning or leading ISP spiritual programs. The information below is offered as supplementary information to guide volunteers in implementing these *Protocols*. As always, please reach out to your local Team Coordinator or ISP Regional Director with any questions or concerns.

### I. Overnight or Day Retreats

**Vaccination: All participants must be fully vaccinated prior to attending an ISP overnight retreat or day program lasting more than 2 hours.** This policy should be communicated clearly to the partner residences/recovery centers in the earliest stages of planning for an ISP overnight or day retreat.

ISP Volunteers may confirm vaccination status of participants in one of two ways:

- 1) An ISP volunteer team member(s) schedules a visit to the partner residence/recovery center, collects signed *ISP Retreat Waivers* and checks vaccination cards for each prospective participant prior to the retreat or day program (ideally done at least a week in advance)\* OR
- 2) ISP volunteer team asks the partner residence/recovery center to recommend for retreat only individuals they know to be fully vaccinated.\*\*

Local ISP teams, under the direction of their Team Coordinators, are free to choose the option that best suits their team and circumstances. In either case, individuals planning to attend an ISP retreat or day program should sign the *Retreat Waiver* before arriving at the retreat center.

To ensure transparency and mutuality, all volunteers (facilitators, drivers, those in direct service roles) agree to have their vaccination cards on their person during the retreat (or while driving, etc.) and be willing to produce them upon request.

\*Volunteers should not copy, photograph or hold vaccine cards but simply view them and return them to their owners.

\*\*Please note: Though ISP team members are allowed to ask any individual (prospective participant) to share his or her vaccination status, some partner agencies may decline to take part in certifying a resident's vaccination status, citing HIPAA concerns. Such agencies may require volunteers to ask individuals about their vaccination status directly, or, agencies may choose to discontinue working with ISP during the pandemic time.

In the event that a retreat center/facility requires proof of vaccination, all retreat attendees should be prepared to furnish their vaccine cards to retreat center staff on an individual basis. (Note that ISP volunteers should not take responsibility for providing this proof for anyone but themselves.)

**Face Masks:** As of March 15, 2022, face masks are optional for volunteers and participants on ISP overnight and daylong retreats (as all volunteers and participants are already required to be fully vaccinated). Though masks are no longer required, any ISP volunteer or participant who would like to wear one is welcome to do so.

Please note, face masks may continue to be mandated by individual retreat centers/facilities, esp. in dining rooms and public areas. In such cases, ISP volunteers and participants are obligated to follow facility rules. The ISP team coordinator should be sure to check with the retreat center in advance of the retreat and be prepared to distribute masks if necessary. (The ISP Network is glad to reimburse team members for these costs; please save your receipts.)

## II. Spiritual Reflection Programs

**Vaccination:** As of March 15, 2022, participants do NOT need to be vaccinated in order to engage in spiritual reflection sessions (lasting no more than 2 hours).

**Face Masks:** For the time being, **volunteers and participants are required to wear face masks during spiritual reflection programs (with the exception of outdoor areas)**. The mask policy serves to protect both volunteers and participants, some of whom may not be fully vaccinated. This policy will be reviewed and updated on a regular basis and shared with our community.

In putting forth the *COVID-19 Safety Protocols* and the above *Volunteer Guidelines*, the ISP Network recognizes that no set of protocols will be able to cover all contingencies. Please contact your ISP Regional Director if you have any questions or concerns. If you choose to voluntarily participate in an ISP program, please use common sense and good discernment for your own well-being and that of those we serve. ISP strongly recommends that people with immunocompromising conditions refrain from volunteering or participating in an ISP retreat during this pandemic time. In addition, if you are sick or feeling ill, please stay home and care for your health.

Thank you!