



## Health & Safety Protocols

(Note: this document is subject to change based on updated state, local and national guidance)

The 2022 LeadingAge Maine & New Hampshire Conference & Expo represents the first time in two years since we have been able to meet in person to share, network and learn! **The safety of conference attendees is our top priority.** Below are the expectations, procedures, and precautions for this year's Conference & Expo.

### GENERAL

Our health protocols are in accordance with expert guidance from the Centers for Disease Control and Infection (CDC) and in alignment with New Hampshire and Portsmouth health mandates and policies.

**We are proud to be partnering with Accushield as our Vaccine Verification and Health Screening Partner.**

### VACCINE VERIFICATION

LeadingAge Maine & New Hampshire is committed to creating a safe and healthy event by requiring all attendees (including provider staff, sponsors/exhibitors, speakers and association staff) to verify they have been vaccinated against COVID-19.

While we encourage all attendees eligible for a booster dose to receive one prior to attending the conference, we are defining full vaccination as 2 weeks after completion of a two-dose mRNA series or one dose of the Janssen vaccine.

**Each registrant will be asked to upload proof of vaccination no later than March 29th. The HIPAA-compliant [Accushield Vaccine Verification Portal link](#), also included in your confirmation email after your register.**

LeadingAge Maine & New Hampshire will consider accommodations for those attendees with verifiable medical or religious exemptions. If you wish to request a waiver to the vaccine verification policy, please email [mlauzier@leadingagemnh.org](mailto:mlauzier@leadingagemnh.org) with appropriate documentation including a letter from your doctor or religious sponsoring organization outlining the reasons for your exemption request. If approved, you will be instructed on the required testing and documentation required to attend. No exemptions will be granted after March 29<sup>th</sup> and none will be accepted on site.

Negative test results or the presence of antibodies are not acceptable alternatives to vaccine verification.

**Again, those who do not have proof of vaccination or a LeadingAge Maine & New Hampshire-approved medical or religious exemption will not be permitted entry into the meeting.**

If you have any questions, regarding our vaccine verification policies or procedures, please email Meredith Lauzier at [mlauzier@leadingagemnh.org](mailto:mlauzier@leadingagemnh.org)

## DAILY HEALTH SCREENING

Upon arrival each day of the conference, every attendee (including provider staff, sponsors/exhibitors, speakers and association staff) must submit to a daily health screening in the Registration area. Accushield, our Vaccine Verification and Health Screening Partner, will have sign-in/health screening kiosks that will record your answers to short health screening questions as well as record your temperature. Health screening approval will be matched electronically with your pre-submitted vaccine verification triggering a printed badge to indicate you are cleared to attend the day's program.

Closer to the event, we will provide instructions on how to download the Accushield Mobile app that will allow you to answer the health screening questions remotely on your phone rather than at a Registration kiosk, up to one hour before arrival, which will generate a QR code for a touchless and expedited entry process.

## MASKS

All attendees (including provider staff, sponsors/exhibitors, speakers and association staff) are required to wear a mask indoors unless they are actively eating or drinking.

Please bring your own mask, but should you need one, we will have disposable masks available on-site.

In education sessions, speakers will be required to wear a mask in their meeting room except when presenting their content and directly addressing the audience.

Hotel staff will follow our mask requirement.

For Reference: [Center for Disease Control \(CDC\)'s latest mask guidelines and information.](#)

## SOCIAL DISTANCING

We have set a limit of 120 registrants and reduced the capacity of all our meeting spaces in order to accommodate additional distancing.

## CLEANING

Enhanced cleaning is a high priority throughout the event.

- The Sheraton Portsmouth Harborside Hotel has assured us of ongoing sanitizing of high-traffic areas throughout the conference including common areas, bathrooms, door handles and elevators.
- Hand sanitizer stations are located throughout the hotel.

## ASSUMPTION OF RISK

Upon uploading your vaccine card to the Vaccine Verification Portal, you will be asked to acknowledge this assumption of risk statement:

*By signing and clicking the submit button below, you are acknowledging that an inherent risk of exposure to COVID-19 exists in any place where people are present. By attending the LeadingAge Maine & New Hampshire Conference & Expo, you voluntarily assume all risks related to exposure to COVID-19 and agree not to hold LeadingAge Maine & New Hampshire or any LeadingAge Maine & New Hampshire affiliates, directors, officers, employees, agents, contractors, or volunteers liable for any illness or injury.*

## MONITOR YOUR HEALTH

**If you were recently infected with COVID-19, please do not attend unless:**

- You have isolated for at least 7 days following symptom onset and tested negative via antigen or NAAT test on day 5 (or completed 10 days isolation if testing is not performed or you tested positive at day 5-7), **and**
- At least 24 hours have passed *since last fever* without the use of fever-reducing medications, **and**
- Symptoms (e.g., cough, shortness of breath) have improved.

**If you are not up to date** (more than six months out from your second mRNA dose/more than 2 months after the J&J vaccine and are not yet boosted) **and have been recently exposed to a confirmed case of COVID-19, do not attend unless:**

- Following a quarantine period of 7 days where you remained free of symptoms, you tested negative via antigen or NAAT test OR completed 10 days of quarantine if testing was not performed.

Please do **not** attend if:

- You travelled internationally within 10 days prior to the event.
- Within 48 hours prior to attending the event or during the event, you experience any symptoms of COVID-19 (e.g., a fever of 100.4F or higher 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).

If you are unable to attend due to any of these reasons, please contact at 207-351-5233 or [mlauzier@leadingagemenh.org](mailto:mlauzier@leadingagemenh.org) to discuss your registration and, as applicable, to assist you with any health resources you may need.

## CANCELLATION, REFUND, & SUBSTITUTION POLICIES

### Substitutions

Registrations are fully transferable. Substitutions must be submitted via email to Meredith Lauzier ([mlauzier@leadingagemenh.org](mailto:mlauzier@leadingagemenh.org)) no later than March 29. LeadingAge Maine & New Hampshire is unable to accept substitutions after this date, including on-site substitutions. All substitute attendees will need to submit proof of vaccination and submit to on-site screening questions.

### Cancellations

- All cancellations must be submitted in writing to Meredith Lauzier ([mlauzier@leadingagemenh.org](mailto:mlauzier@leadingagemenh.org))
- Cancellations received on or before March 8 will be refunded the full price of registration minus a \$75 processing fee.
- Cancellations received between March 9 – 22 will be refunded 50% of the registration price.
- In general, no refunds will be provided for cancellations after March 22.

**NOTE:** Should you have an extenuating circumstance for canceling after March 22, such as testing positive for COVID or having exposure to someone who tested positive, please submit

your request for a full refund in writing to [mlauzier@leadingagemnh.org](mailto:mlauzier@leadingagemnh.org). We will review your request promptly and respond as to whether a full refund will be granted in your situation.

*NOTE: LeadingAge Maine & New Hampshire will follow the health and safety practices mandated by The Sheraton Portsmouth Harborside Hotel (the conference location) or by applicable federal, state, and local authorities, whichever requires the most protection. Any updates to this plan will be communicated to registered attendees in advance of the event.*