



November 10, 2020

Dear St. Matthew's Parishioners and Staff,

I write to inform you that an employee of St. Matthew's has self-reported a positive test result for COVID-19 on November 09, 2020. The employee was last at the parish on Sunday, November 8 at the 7am Mass. The employee is under the care of a medical professional and will not return to work until medically cleared.

I want to share the following steps St. Matthew's is taking to minimize the impact in our parish and to keep all employees and parishioners healthy and safe. We want you to be aware of the following actions:

- We have communicated directly with any specific parishioners or volunteers who are believed to have come in direct contact with the individual, and recommend to stay home for a 14-day quarantine period as advised by the CDC.
- We are following the latest CDC recommendations for cleaning and disinfecting facilities, including the work area and extensive disinfection of the surfaces and workspace where the employee worked.

It is possible that staff or parishioners were exposed to the virus prior to November 8. We urge you to consult with your physician if you or any member of your family displays symptoms consistent with COVID-19.

Symptoms of COVID-19 include coughing, fever, loss of taste or smell, and shortness of breath. It is important to follow all guidelines provided at this time, including staying at home, continuing preventive measures, and practicing social distancing. For more information about symptoms and testing, please use this link: <https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/index.html> . In addition, see Frequently Asked Questions from the District of Columbia Department of Health: <https://coronavirus.dc.gov/>

We continue to encourage all employees to practice good hygiene and social distancing to minimize the risk of infection.

Thank you for your cooperation and understanding during these times. If you have any questions or concerns, please reach out to me for assistance or contact the Office of Human Resources at ArchdioceseHR@adw.org or (301)853-4513.

In Christ,

A handwritten signature in black ink that reads "Monsignor Ronald Jameson". The signature is written in a cursive, flowing style.

Monsignor Ronald Jameson
Rector, St. Matthew's Cathedral