



Large Event Planning Tool

The Center for Disease Control and Prevention (CDC) now uses [COVID-19 Community Levels](#) to help communities decide what COVID-19 prevention steps to take based on the latest data. Levels are determined by looking at hospital beds being used, hospital admissions, and the total number of new COVID-19 cases in an area. COVID-19 Community Levels are Low, Medium and High.

Pierce County Public Health created the table below as a tool that can assist event organizers in planning for the safety and health of the attendees, staff and volunteers.

When the Community Level is High, Pierce County Public Health recommends having virtual events or postponing your event for a time when the community level is lower.

	Low	Medium	High
Encourage volunteers, staff and participants to mask.		People who are high risk for severe illness may want to mask.	X
Screen volunteers, staff and participants for symptoms.			X
Design the event to maintain 6ft physical distancing.			X
Consider hosting the event outside, if weather permits.		Consider risk level of participants for severe disease.	X
Consider hosting the event virtually or rescheduling.		Consider risk level of participants for severe disease.	X
Encourage people with symptoms to stay home and get tested.	X	X	X
Encourage participants to stay up-to-date on their vaccines .	X	X	X
Ensure the space is as well-ventilated as possible.	X	X	X