

Welcome to Mercedes Benz Club of America, Greater Washington Section's 2020 Track event being held at Summit Point Raceway– Shenandoah Circuit.

Thank you again for signing up for this event, and we hope that it will be an enjoyable and educational weekend for all.

Whether it is your first track event, or you are an old hand at this, please review the following guidelines prior to arrival at the track on September 26/27, 2020.

Please be advised that these rules and recommendations are subject to revision based on COVID-19 Guidelines.

- Registration and Tech inspection will occur between 7:00 am and 7:45 am each day
 - o On site tech DOES NOT cover the required technical inspection form, which must be completed prior to arrival at the track (see below).
 - o You are only required to go through tech one (1) time, on the first day you are participating
- **BRING YOUR OWN FOOD AND REFRESHMENTS - Summit Point DOES NOT have any concessions or food stands open at this time**
- **An ALL HANDS meeting will occur at 8:00 am on each day of the event**
- Drivers are responsible for any damage done to their cars, others cars, and the facility itself.
 - o If you wish to secure track insurance for this event, policies are available from a number of vendors, including Lockton (<https://locktonmotorsports.com/product/hpde-insurance>)
 - o BE AWARE – your personal automobile policy MAY NOT cover an on- track incident. Track insurance is HIGHLY RECOMMENDED
- All vehicles MUST BE TECH INSPECTED PRIOR TO ARRIVING AT THE TRACK

TECH WILL PROCEED AS FOLLOWS:

- Proceed to TECH BEFORE Registration
- Please TECH FORM under Windshield Wiper outside of vehicle
- DO NOT exit the vehicle in the Tech Line
- Make sure the vehicle is EMPTY of everything except what you need to get on track (helmet, HANS, tethered cameras, etc).
- o The Tech form is attached to this document, and must be completed by an appropriate facility (no self tech unless Instructor) prior to the event
- o Tech sheet must bear an inspection date NO MORE than Thirty (30) days prior to

the event.

- o All vehicles MUST have at least two (2) seats and provide EQUAL RESTRAINTS for both driver and passenger
- o Any occupant of any vehicle with harnesses are strongly encouraged to use a head and neck restraint
- o Convertibles are required to have the appropriate roll-over protection system. Roll bars are mandatory for all convertibles. Removable Hard Tops are not for rollover protection.
 - Functional factory or "pop-up" roll bars are acceptable such as all Mercedes-Benz 1990- present, Porsche Boxster, or BMW Z3 with an owners' manual that confirms that they are "ROLLOVER PROTECTION" not "Style" bars. Honda S2000, Dodge Viper, Chevrolet Corvette, and Mazda MX5 convertibles and some other convertibles, not listed, are required to have an aftermarket ROLL Bar.
- o **ALL CONVERTIBLES MUST DRIVE WITH THEIR TOPS 'UP' OR IN PLACE**
- **All Participants must supply their own helmet**
 - o ~~We will have a VERY LIMITED number of loaner helmets at the event~~
- LOANER HELMETS WILL NOT BE AVAILABLE AT THIS EVENT**
 - o All helmets must be Snell SA 2010 (or newer) certified
 - M-rated helmets WILL NOT be accepted/allowed on track
- There will NOT be any day-before check in for this event
 - o Trailer Drop is allowed Friday, September 25, 2019, after 6 pm
 - o Camping both Friday and Saturday nights is allowed
- When you arrive, please go to the TECH area first, Registration will ask for a tech form with indication your car has been through event tech
- **Participants are to supply their own numbers for their vehicle**
 - o Tape, numbers, etc. may not be available at the event, so plan ahead
- All participants must attend the 8:00 am all hands meeting on any day they plan to drive
 - o Failure to do so may result in lost track time and/or cancellation of your registration
- The event schedule (attached) is subject to change as the day progresses
 - o Pay attention to the PA system for announcements and changes
- All participants are required to attend their respective classroom sessions

- o Failure to do so will result in missed track time and/or cancellation of your registration
- **Skidpad**
 - o Skidpad is open ALL DAY on a first come, first served basis – all are encouraged to take advantage of the skidpad throughout the day

PARADE LAP PARTICIPANTS

- Parade Lap entry grants you access to the parade laps to be held during the lunch hour ONLY
 - PARADE LAPS WILL COST \$20/VEHICLE NOT OTHERWISE REGISTERED FOR THE HPDE**
- Parade laps will set off at approximately 15 minutes after the beginning of the lunch period (Approximately 12:45 pm on Saturday, and 11:15 a.m. on Sunday)
- There will be a lead car and a "sweep" car
 - o You must remain between the lead car and the "sweep" car at all times during the parade laps
 - o No passing on the parade laps
- Speeds are to be kept down to highway speeds or below
 - o Please attempt to maintain a consistent distance between yourself and the car ahead of you
- Be aware – this is a track surface being used to a driving event on the same day – there may be some debris and other items on the track surface (especially if you drive "off line" during the parade laps)

COVID-19 CONSIDERATIONS

Face masks and/or coverings are required. ANY person in the paddock must cover their face if in the presence of others.

Have a pen on you! No sharing of pens.

Maintain proper social distancing when in the paddock. Staff and track officials will be actively enforcing these items. Your compliance is required.

- As stated above, PPE is recommended at all times, and is required when within the close proximity of another person
 - All participants are expected to bring the following

- Mask or face covering
 - if you do not bring a mask or face covering, you will be asked to leave and issued a refund
- Hand sanitizer or other method of cleaning hands when soap and water is not available
- Non-attendance due to COVID concerns or exposure
 - **If you are feeling the least bit sick, or exhibiting any symptoms of COVID-19, you are to stay home**
 - If you are sick or symptomatic, you must stay home. Refunds will be issues if you miss the event due to this
 - If you were symptomatic within the Seven (7) days leading up to the event, STAY HOME
 - Symptoms include:
 - A fever (100.4°F or higher) or a sense of having a fever
 - A cough that you cannot attribute to another health condition.
 - Shortness of breath that you cannot attribute to another health condition
 - Fatigue that you cannot attribute to another reason
 - Headache that you cannot attribute to another health condition
 - Loss of taste or smell
 - Congestion or runny nose that you cannot attribute to another health condition
 - Nausea or vomiting
 - Diarrhea
 - Chills that you cannot attribute to another health condition
 - A sore throat that you cannot attribute to another health condition.
 - Muscle aches (myalgia) that you cannot attribute to another health condition
 - If you experienced any of the above within seven (7) days preceding this event, you must stay home.
 - Refunds will be issued if you must stay home due to these reasons
 - If you have **tested positive** for COVID-19 within the past Fourteen (14) days, you must stay home.
 - This included a test result that is presumed positive
 - Refunds will be issued if you must stay home due to this reason
 - If you are Awaiting TEST RESULTS:
 - If you have been tested due to suspicion of having contracted COVID-19 and are awaiting test results, you must stay home
 - If you are awaiting a test result for any reason, you are strongly encouraged to stay home
 - Refunds will be issued if you must stay home due pending test results

DRIVER'S MEETING - September 26 and 27, 2020

Welcome to Mercedes Benz Club of America, Greater Washington Section's 2020 Track event being held at Summit Point Raceway– Shenandoah Circuit.

This Driver's meeting is being handled via this document in an effort to combat COVID-19 spread and to comply with the guidelines and recommendations in place with various entities at this time.

First – thank you for coming out during this time, and we are glad to have you. I hope this document answers all of your questions, but if it does not please contact me directly – frd206@nyu.edu or 443-465-6430

Now to get to the nitty-gritty. Please adhere to all of these rules and recommendations. I have tried not to make them too complex, and they are here for the safety of everyone at the event.

GENERAL RULES

1. At all times, all participants and persons on-site are expected to maintain appropriate physical distance recommended by the current National, State, and local guidelines;
2. Personal Protective equipment is encouraged at all times, but is mandatory when in close proximity of others and/or when in any enclosed space(s) (i.e. bathrooms and/or classrooms);
 - a. If you are outside of your paddock spot and/or out of your vehicle, we require wearing a mask
3. Speed limit in paddock is 5 MPH;
4. Due to COVID-19, the loaner helmet program is **SUSPENDED**
 - a. You **MUST** bring your own helmet to the event;
5. Windows shall remain fully down when on-course
 - a. Occupied seat = window down
6. All body parts must be kept inside of the vehicle during a run.
7. Closed toe shoes and **LONG PANTS** required
 - a. No flip flops or bare feet.
8. Participants are actively discouraged from bringing guests and/or spectators
9. Please watch your speed entering and exiting the event.

Event Specific Rules

1. This is not a race (despite being on a race track)
 - a. Driving in a manner that is overly aggressive towards other drivers, or out of control, will not be allowed. I will have the flaggers black flag you and bring you in if you are driving too aggressively (for those that need examples: passing without a point-by, passing outside of a designated passing zone for your group,

- or entering a hot track prior to being released).
 - b. The point is to have fun, be safe, and get everyone home safe after a good day(s).
- 2. Keep it on the track
 - a. Driving to-and-from the track, keep the speeds and noise under control. The town of Summit Point loves to ticket cars coming through town that are too fast, too loud, or otherwise out of control. If your car is modified for the track, or has numbers on it, you may stick out.
- 3. Walking speed in the paddock area
 - a. Keep the speeds down in the paddock area (5mph) - there is too much activity going on in the paddock to make any higher speed safe. Too many people are walking around, a tool or car part could fall into the travel lane while someone is working on their car, or any number of other issues we hope to avoid.
- 4. We're all in this together
 - a. We are all here to get time on track, and we need to think of this event as a cooperative experience. If someone cause causes an incident that shuts down the track, we all lose time on track. This about this event as being out there with your friends or neighbors (who you actually like).
- 5. Passing rules
 - a. All passes must come with an accompanying point-by
 - i. Non-point-by passing will not be tolerated and I will send you home if needed
 - b. All passes are to be done in the designated passing zones for your group
 - c. Points
 - i. If you want someone to pass you on your left - arm out the window straight, and fully extended
 - ii. If you want someone to pass you on your right - arm out the window and pointing over the roof
 - iii. No t-rex points or finger wagging
 - d. Fast car vs. fast driver
 - i. some cars are faster than others on the straights; however, if a lower power car is catching you in the corners, get them by so they can continue on
 - ii. do not drag race every straight and hold up the lower power car that catches you every set of corners
- 6. Flags
 - a. the flag stations are staffed by hard working individuals, and they don't like when you don't take their call. Take note on your first lap where the flag stations are and keep an eye on them throughout the day.
 - i. Yellow - hazard ahead. A waiving yellow flag means an immediate and new hazard (car spun, animal, etc.); a standing flag means there is a hazard ahead but it may be old (i.e. an animal that has been there for 3 laps). Either situation, slow down, open your eyes, and watch for hazards. No passing in the yellow flag 'zones' (until you clear the next non-flag flag station).
 - ii. Yellow/red striped - Debris. This is an 'enhanced' yellow. Same rules apply. This indicates debris or something on the track (dirt, mud, what

- remains of that animal from the last example).
 - iii. Blue with yellow strip - 'check your mirrors' or 'give the driver behind you a pass' - you will see this if the flaggers think you are holding someone up
 - iv. Black - pit now! - If it is out at more than one station, everyone is coming in. If the flaggers are targeting you, you are coming in.
 - v. Red - Stop immediately and await further instructions. Bring the car to a stop, on track but off line, and await another flag (it will usually be black).
 - vi. Checkered - session is over - when you see this your session is done - slow down to cool the car off, but come into the pits the next time you approach the pit-entry
- 7. Ways to avoid a black flag
 - a. If you are black flagged, you are losing time (and maybe other people's) on track
 - b. Ways to avoid a black flag
 - i. Keep all the fluids and parts that you went out on track with in the car
 - ii. keep all four wheels on track
 - iii. don't spin
 - iv. keep your windows of occupied seat(s) down, and close the sunroof fully
 - v. get traffic by you efficiently
 - vi. keep your driving under control
 - vii. Remember to fully close your hood, trunk and doors
- 8. Zero tolerance policies - these will get you ejected from the event immediately and you will forfeit your registration fee
 - a. Contact with another vehicle
 - b. consumption of alcohol, drugs, or any other substance that impairs your ability to drive
 - c. three (3) black flags
 - d. failure to comply with Summit Point's rules (attached)
- Drivers are responsible for any damage done to their cars, others cars, and the facility itself.
 - o If you wish to secure track insurance for this event, policies are available from a number of vendors, including Lockton
(<https://locktonmotorsports.com/product/hpde-insurance>)
 - o BE AWARE – your personal automobile policy MAY NOT cover an on- track incident. Track insurance is HIGHLY RECOMMENDED
- No loaner helmets

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MBCA PRE-EVENT TECH INSPECTION SHEET

You MUST bring this completed inspection sheet with you for the track grid inspection.

You are responsible for the condition and repair of your vehicle. MBCA|GWS's acceptance of this inspection sheet affords no guaranty or warranty to anyone regarding condition, repair, defects or failure of performance of the vehicle.

Name _____ Address _____

Run Group _____

Year _____ Car Make and Model _____ VIN# _____

<u>ENGINE COMPARTMENT</u>	ok	fail	<u>REAR SUSPENSION</u>	ok	fail
Accelerator linkage/bushings/springs	—	—	Axle shafts/boots	—	—
Air filter bracket, mounting	—	—	Shocks/leakage/rubber bushings	—	—
Battery frame/hold-down	—	—	Springs/center spring	—	—
Battery/cables	—	—	Stabilizer/bushings	—	—
Engine clean	—	—	Subframe/mounts	—	—
Engine mounts	—	—	Tire wear-not less than 3/32"	—	—
Engine oil/fuel leaks	—	—	Trailing arm bushings	—	—
Belts	—	—			
Visco clutch	—	—	<u>DRIVE TRAIN</u>		
Water pump/water hoses/clamps	—	—	Center Support	—	—
Water leak	—	—	Flex disc/universal joint	—	—
Transmission mount	—	—			
<u>FRONT SUSPENSION</u>			<u>BRAKES</u>		
Ball joints/bushings	—	—	Brake booster	—	—
Draglink/tie-rods	—	—	Brake calipers/cylinders	—	—
Idler arm bushings	—	—	Brake discs/drums	—	—
King pins-no play	—	—	Brake fluid renewed (Date _____)	—	—
Shocks	—	—	Brake hoses/brake lines	—	—
Springs-No spring spacers	—	—	Master brake cylinder	—	—
Stabilizer bushings	—	—	Brake pads/shoes-min. 50% for	—	—
Steering box, lines, leaks, play	—	—	1 driver; 80% for 2drivers	—	—
Steering shock/coupling	—	—	Brake dust shields removed (opt.)	—	—
Subframe Mounts	—	—			
Tire wear-not less than 3/32"	—	—	<u>EXHAUST SYSTEM</u>		
Tires-no cuts, bruises	—	—	Exhaust leaks	—	—
Wheels-bearing play/damage/			Exhaust system secure	—	—
Bent/correct lugs	—	—			
<u>OIL LEAKS UNDER CAR</u>			<u>LIGHTS/SEAT BELTS/WINDOWS</u>		
Engine/transmission	—	—	Signals/stoplights/headlights	—	—
Rear end/differential	—	—	Seatbelts/windows-operation	—	—

Note: Use manufacturers recommended brake fluid. Brake fluid must be renewed within 6 months (but recommended within Four (4) weeks) of the driving event. Rule 3.4.4-C (brakes)

NOTE: A road test is recommended on older cars.

Date brake fluid was renewed: _____

Date of inspection: _____

Inspection was performed at (Repair shop) _____

Technician's signature _____

For official use only car # _____

Snell SA **2010** or newer Safety Helmet _____
 (M helmets NOT ALLOWED)

MBCA|GWS 2020 Track Event

September 26 and 27, 2020

Shenandoah Circuit, Summit Point Motorsport Park

SATURDAY AND SUNDAY	START	FINISH
Registration	7:15 a.m.	8:00 a.m.
TECH - 1 st day only	7:00 a.m.	8:00 a.m.
INSTRUCTOR MEETING	7:45 a.m.	8:15 a.m.
ALL HANDS MEETING	8:00 a.m.	8:20 a.m.

SATURDAY - September 26, 2020

ON TRACK	STAGE	START	FINISH	RUN	CLASS 1	CLASS 2
Yellow	8:25 a.m.	8:30 a.m.	8:55 a.m.	0:25	GREEN	
Black	8:50 a.m.	9:00 a.m.	9:20 a.m.	0:20	GREEN	
Red	9:15 a.m.	9:20 a.m.	9:40 a.m.	0:20	BLUE	
Green	9:35 a.m.	9:40 a.m.	10:05 a.m.	0:25	BLUE	YELLOW
Blue	10:00 a.m.	10:05 a.m.	10:30 a.m.	0:25		
Yellow	10:25 a.m.	10:30 a.m.	10:55 a.m.	0:25	GREEN	
BREAK				0:10	GREEN	
Black	11:00 a.m.	11:05 a.m.	11:25 a.m.	0:20	GREEN	
Red	11:20 a.m.	11:25 a.m.	11:45 a.m.	0:20	BLUE	
Green	11:40 a.m.	11:45 a.m.	12:10 p.m.	0:25	BLUE	
Blue	12:05 p.m.	12:10 p.m.	12:35 p.m.	0:25		
LUNCH		12:35 p.m.	1:30 p.m.	0:55		
ON TRACK	STAGE	START	FINISH	RUN TIME		
Yellow	1:25 p.m.	1:30 p.m.	1:55 p.m.	0:25		
Black	1:50 p.m.	1:55 p.m.	2:20 p.m.	0:25		
Red	2:15 p.m.	2:20 p.m.	2:45 p.m.	0:25		
Green	2:40 p.m.	2:45 p.m.	3:10 p.m.	0:25		YELLOW
Blue	3:05 p.m.	3:10 p.m.	3:35 p.m.	0:25		
BREAK				0:10		
Red/black combined	3:40 p.m.	3:45 p.m.	4:15 p.m.	0:30		
Yellow	4:10 p.m.	4:15 p.m.	4:40 p.m.	0:25		
Green	4:35 p.m.	4:40 p.m.	5:05 p.m.	0:25		
Blue	5:00 p.m.	5:05 p.m.	5:30 p.m.	0:25		
TRACK COLD		5:30 p.m.				

MBCA|GWS 2020 Track Event

September 26 and 27, 2020

Shenandoah Circuit, Summit Point Motorsport Park

SATURDAY AND SUNDAY	START	FINISH
Registration	7:15 a.m.	8:00 a.m.
TECH - 1 st day only	7:00 a.m.	8:00 a.m.
INSTRUCTOR MEETING	7:45 a.m.	8:15 a.m.
ALL HANDS MEETING	8:00 a.m.	8:20 a.m.

SUNDAY - September 27, 2020

ON TRACK	STAGE	START	FINISH	RUN	CLASS 1	CLASS 2
Yellow	8:25 a.m.	8:30 a.m.	8:55 a.m.	0:25	GREEN	
Black	8:50 a.m.	9:00 a.m.	9:30 a.m.	0:30	GREEN	
Red	9:25 a.m.	9:30 a.m.	10:00 a.m.	0:30	BLUE	
Green	9:55 a.m.	10:00 a.m.	10:20 a.m.	0:20	BLUE	YELLOW
Blue	10:15 a.m.	10:20 a.m.	10:40 a.m.	0:20		
Yellow	10:35 a.m.	10:40 a.m.	11:00 a.m.	0:20		
LUNCH		11:00 a.m.	12:00 p.m.	1:00		
ON TRACK	STAGE	START	FINISH	RUN TIME		
Red /Black combined	11:55 a.m.	12:00 p.m.	12:25 p.m.	0:25	BLUE	
Yellow	12:20 p.m.	12:25 p.m.	12:50 p.m.	0:25	BLUE	
Green	12:45 p.m.	12:50 p.m.	1:20 p.m.	0:30		
Blue	1:15 p.m.	1:20 p.m.	1:50 p.m.	0:30	GREEN	
BREAK				0:10	GREEN	
Black	1:55 p.m.	2:00 p.m.	2:25 p.m.	0:25	GREEN	
Red	2:20 p.m.	2:25 p.m.	2:50 p.m.	0:25		
Green	2:45 p.m.	2:50 p.m.	3:20 p.m.	0:30		YELLOW
Blue	3:15 p.m.	3:20 p.m.	3:50 p.m.	0:30		
BREAK				0:10		
Yellow	3:55 p.m.	4:00 p.m.	4:30 p.m.	0:30		
Green/Blue Combined	4:25 p.m.	4:30 p.m.	5:00 p.m.	0:30		
Red/Black combined	4:55 p.m.	5:00 p.m.	5:30 p.m.	0:30		
TRACK COLD		5:30 p.m.				

Summit Point Raceway Guidelines

GENERAL RULES

- o All participants, crew and essential support personnel will be required to remain in their individual paddock space unless going to restroom or supporting vehicles.
- o Social Distancing: Implement social distancing guidelines of at least six feet between individuals who do not reside together. Where physical distancing is not possible, implement use of physical barriers to reduce customer contact.
- o Layout: Adjust layout and close or restrict access to equipment in order to maintain at least six feet of distance between customers, and/or provide adequate physical barriers between available seating/equipment.
- o Signage: Post extensive signage on health policies, including the following documents in the workplace to help educate all on COVID-19 best practices:
 - o CDC: Stop the Spread of Germs
 - o CDC: COVID-19 Symptoms
- o Restrooms: To the maximum extent practicable, limit the number of individuals in a restroom to ensure proper social distancing and ensure that frequently touched surfaces are appropriately disinfected on a time-based schedule performed by maintenance crews. (e.g., door knobs and handles that cannot be otherwise removed).
- o All common areas such as point of sale equipment, doorknobs, light switches, buttons, table surfaces, and all other commonly touched surfaces must be frequently cleaned and sanitized. Rented or shared materials should be cleaned after use by each customer and such customers may be asked to assist in cleaning.
- o Limitations: Common areas, break rooms, and other areas in which customers or employees may congregate should be closed or limited to the greatest extent possible, and to the extent such locations cannot be closed; seating and other furniture should be arranged to allow for proper social distancing.
- o Limit access: Use of popular areas of congregation may need to be limited to avoid overcrowding and encourage proper social distancing.

ALL PERSONS SAFETY

- o PPE: All persons must wear proper personal protection equipment (PPE), including cloth face coverings, when outside of your own paddock space and/or in the presence of individuals whom you do not reside with. This policy is in conjunction with WV executive order No. 50-20.

Excerpt from WV executive order NO. 50-20 dated 7/6/2020

1. "All individuals age 9 and over within the state of West Virginia shall wear an adequate face covering when in confined, indoor space, other than in one's residence or when actively engaged in the consumption of food and/or beverage, and when not able to adequately social distance from other individuals who do not reside in the same household."
2. "Under Centers for Disease Control and Prevention guidance, children younger than two years old, anyone who has trouble breathing, and anyone who is unconscious, incapacitated or otherwise unable to remove face covering without assistance should not wear face coverings"

and therefore such young children, people who have trouble breathing through a face covering and persons who would be unable to remove the face covering without assistance are exempt from the mandate section 1 of this order.”

3. “For children ages two through eight, it is recommended that parents or guardians use their best judgment as to when to assist such children to wear a face covering.”
4. “The term “face covering” as used herein shall be construed very broadly to include, by way of example only, cloth face coverings, bandanas or handkerchiefs, face shields, dust mask, as may be appropriate.”
5. “West Virginia code 61-6-22, which prohibits the wearing of face masks or other face coverings that conceal one’s identity when in certain settings, including public buildings, is not meant to and shall not apply to, or be enforced against, any person wearing a face covering to protect themselves and the community against the spread of COVID-19 in accordance with this order.”

o Limited group size: Only crew, support personnel, riders, drivers will be allowed at the event. Family, spectators and guests are not permitted at this time. Individuals that do not reside together must use PPE’s and socially distance.

o Paddock spacing: Establish proper physical distancing in the paddock. Be sure all equipment is contained within the paddock space markings, NO equipment outside of the red lines.

o Dispersed groups: Maximize the distance between groups on guided experiences and between individuals on non-guided experiences.

o Registered persons only: Only crew, support personnel, riders and drivers are allowed on the property. Spectators, family and guests are not permitted at this time.

o Physical distancing: All participants, crew and essential support personnel will be required to remain in their individual paddock space unless going to restroom or supporting vehicles. All persons shall be advised to practice physical distancing by staying at least six (6) feet away from other groups of people that do not reside with them.

o Bring cleaners: All persons should be encouraged to bring disinfecting cleaners and hand sanitizers for use throughout their stay.

o Ventilation: Keep doors and windows open where possible to improve ventilation.

o Shared equipment: All persons are discouraged from sharing safety equipment or appropriate face coverings.

o Hand sanitizer for all persons: Provide hand sanitizer for use by patrons, including contactless hand sanitizing stations where available. If hand sanitizer is unavailable, ensure an adequate supply of hand soap is available for all persons.

Personal Screening

All persons are encouraged to self-screen for COVID-19 symptoms with the following questions:

- o Have you been in close contact with a confirmed case of COVID-19?
- o Are you experiencing a cough, shortness of breath, or sore throat?
- o Have you had a fever in the last 48 hours?

- o Have you had new loss of taste or smell?
- o Have you had vomiting or diarrhea in the last 24 hours?
- o Temperature checks: All persons are encouraged to take their temperatures daily. If their temperature measures over 100 degrees they should leave immediately.
- o Sick persons: Anyone who exhibits COVID-19 symptoms (i.e., answers yes to any of the screening questions or who is running a fever) must leave the grounds immediately and seek medical care and/or COVID-19 testing, per CDC guidelines.

COMMUNICATING WITH ALL PERSONS

- o Communication: Management should establish means to communicate over the internet, public address, telephone or radio. This will limit face-to-face interactions for transactions like checking into the paddock and complaints/recommendations.
- o Communication of new policies: Use digital systems, such as your website, social media platforms and email communication, to educate your guests of your new cleaning protocols and safety precautions.
- o Emergency contact information: Post emergency contact numbers in your guest portfolios in case of illness among staff or guests.
- o Signage: Post signage at each public entrance to inform all persons of best practices including, but not limited to:
 - Maintain a minimum separation of at least six (6) feet in accordance with social distancing guidelines.
 - Wear a cloth face covering at all times in public spaces and common areas.
 - Avoid shaking hands or engaging in any unnecessary physical contact.
 - Emergency contact information: Post emergency contact numbers in your guest portfolios in case of illness.

AMENITIES

- o Chez Summit will be closed at this time.

Additional note from Summit Point EMS:

Practices for extra procedures for the use of PPE (personal protective equipment) have been put in place by the CDC, WVOEMS, and advisement from our local hospitals and medical director for our EMS staff to adhere to. These practices are put in place to protect both potential patients and our providers. With these additional steps in patient care you may notice a very slight delay as the crews “gear up” to address a patient.

We ask that all clubs take uninjured participants back to the paddock for EMS evaluation if necessary even if the ambulance does respond to the call on the track and the crew feels it is safe for them to return with the EV for the club versus EMS. This is to eliminate exposure within an enclosed space in the back of the ambulance and cuts down on decontamination time after each patient contact. **This procedure can take up to 30 minutes and will render the unit “out of service” until completed.** Also note that all patients that come in contact with EMS will be asked to answer a COVID screening questionnaire.

Please remind all participants and guests that come to your event that if they have any of the following they should stay home and contact their physician or the COVID hotline for further guidance.

- Fever or 100.4 F or greater or chills
- New cough that is unexplained and cannot be attributed to another known health condition
- New shortness of breath that is unexplained and cannot be attributed to another known health condition
- New sore throat that you cannot contribute to another health condition
- New muscle aches, malaise, or fatigue that you cannot contribute to another health condition
- New onset of nausea, vomiting, or diarrhea in the last 24 hours
- New loss of taste or smell that is unexplained

Finally, our crews do not have the capabilities to test for COVID-19 nor will we transport for diagnostic services. We will only treat and transport those who are sick or injured. Should anyone need medical assistance we ask that if they seek out the EMS staff for help that they remember to practice safe social distancing as well as wearing the appropriate face covering. Evaluations will be done outside of the ambulances where feasible again to lower the risk of contamination and spread.

Please remember to bring your face coverings with you as well as hands sanitizers to use throughout the day. Remember to wash your hands as frequently as possible, avoid touching your face, and maintain safe social distancing.

Courtney Turner
Assistant Director of EMS-Fire
Summit Point Raceway Associates