



New Mexico Courts - Coronavirus

EMERGENCY RESPONSE TEAM (ERT) CORONAVIRUS (COVID-19)

Court Visitor Checklist

JUDICIAL ENTITY: _____

Date of Visit: _____

YES	NO	COMPLIANCE WITH NM SUPREME COURT ORDER NO. 20-8500-013
		Does the court have the emergency response signs posted where the public can see them before or upon entry to the building?
		Is the court actively monitoring visitors by asking the following prescreening questions? 1. Have you or anyone you live with, traveled out of state in the last 14 days? 2. Have you been diagnosed, or had contact with anyone with confirmed COVID-19 in the last 14 days? 3. Have you had any of these symptoms in the last 14 days? (Fever, difficulty breathing, cough)
		Does the court have visible signs about recognizing and reporting symptoms?
		Is the court enforcing the 15 people in a confined area (including employees and the public) limit?
		Is the court enforcing the 6-foot minimum social distancing rule? (Are there physical barriers, other markings, and or signs?)
		Is there a schedule for cleaning and disinfecting high traffic and high touch objects and surfaces such as tables, podiums, door handles, elevator buttons and security buckets?

YES	NO	OTHER PRECAUTIONARY MEASURES
		Signs advising visitors to wash hands and sneeze into tissues or sleeve are visibly prominent.
		Signs for keeping a 6-foot distance are visibly prominent.
		There are disinfecting wipes in the court.
		Encouraging (to the best of their ability) respiratory etiquette (Covering coughs and sneezes).
		Provided visibly present trash receptacles and/or tissue.
		Ensured adequate soap in restroom.
		Hand sanitizer is available.

OTHER MEASURES, NOTES, COMMENTS:

Please submit form to aocjlc@nmcourts.gov immediately upon completion of visit.

Revised: 4/18/2020 3:00 PM