

PAULDING COUNTY PROBATE COURT
CORONAVIRUS HEALTH AND SAFETY GUIDELINES

ALL VISITORS:

All visitors **MUST** wear a face mask.

Upon entering the courthouse, you will be asked to complete a brief safety questionnaire and submit to a temperature check.

Upon entering the Paulding County Probate Court Office, you will be required to wear a mask. All citizens who are applying for a Georgia Weapons Carry License shall be required to cleanse their hands using soap and water for at least 20 seconds via a portable handwashing station before being fingerprinted.

Avoid touching your eyes, mouth and nose.

Cough or sneeze into your elbow or use a tissue to cover it, and then discard the tissue.

Stay at least six (6) feet apart from others.

DO NOT ENTER IF ANY OF THE FOLLOWING APPLIES TO YOU:

If any of the following apply to you, please do not enter. If this prevents you from attending a hearing, please inform your attorney or the Court immediately.

You have been diagnosed or exposed to anyone with COVID 19/Coronavirus within the last two weeks.

You are experiencing sickness, headache, sore throat, chills, or shaking.

You are experiencing muscle pain.

You have a fever.

You have a cough, shortness of breath, or trouble breathing.

You have persistent pain or pressure in the chest.

You are experiencing confusion.

You have bluish lips.

You have recently developed a loss of taste or smell.

IF YOU ARE HIGH RISK:

Persons at high risk of severe illness from COVID-19 (including those who are 65 or older, live in a nursing home or long-term care facility, have an underlying health or medical condition, have severe obesity, or have other conditions considered to place them at high risk) should:

1. Consider requesting a videoconference hearing rather than an in-person hearing; or
2. Request special protections/accommodations while in court.

COURT PERSONNEL:

All Probate Court Clerks shall wear masks and gloves while fingerprinting applicants for a Georgia Weapons Carry Permit License. Probated Court public counter shall be cleansed after assisting **EACH** citizen. The Livescan fingerprinting machine shall be cleansed after **EACH** applicant. The signature pad used while applying for a Georgia Weapons Carry License shall be cleansed after **EACH** applicant. **EACH** applicant for a Georgia Weapons Carry License shall be given a throw away pen.

Rooms open to the public shall be clean and disinfected at least twice daily.

Should the occupancy of any area reach the point that people cannot remain at least six (6) feet apart, inform the presiding judge or sheriff's office personnel immediately.

Report to the presiding judge or sheriff's office anyone having the symptoms listed above.

Personally follow all guidelines listed herein above.

All courtroom hearings shall be conducted and operate under the guidance provided by the federal Centers for Disease Control and Prevention (CDC) and the Georgia Department of Public Health (DPH).