



City of Richmond Adopt-a-Senior Guidelines for Volunteers

Please review these guidelines prior to each day of service you provide to your adopted senior.

- Check in with your senior! Ask them how they are doing and get to know them. 😊
- Use the restroom prior to starting your volunteer work. If you need to use the restroom, you must return to your own home to do so. **Do NOT, under any circumstance, enter your adopted senior's residence.**
- Bring your own potable water. **Drink water and take breaks frequently.**
- Use appropriate Personal Protective Equipment. **Gloves are required, and face coverings should always be kept with you.** Be sure to maintain more than 6 feet between yourself and your adopted senior, if applicable. If physical distance cannot be maintained, face coverings must be used.
- Follow [Contra Costa County Health Services guidelines](#) to reduce your risk of exposure to COVID-19, including washing your hands often with soap and water for at least 20 seconds. If soap and water are not available, use hand sanitizer containing at least 60% alcohol.
- Bring your own tools to complete your volunteer work. You should not use your adopted seniors' tools unless they are appropriately sanitized prior and following use. The City of Richmond and/or your adopted senior will not be responsible for any injury that you may sustain while using their tools.
- Evaluate environmental conditions prior to beginning your volunteer work. Discontinue working and reschedule if weather (or other adverse circumstance) causes a potential hazard.
- If temperatures are predicted to be in excess of 90 degrees, reschedule to a time of cooler weather.
- If the air quality index for the location of work is or projected to be PM2.5 is 151 or greater, reschedule your volunteer work time when the air is healthier to breathe.
- Perform work only during daylight hours.
- Wear closed-toe, flat-heeled shoes. No sandals, no flip-flops, no clogs.
- Do NOT handle any hazardous wastes or potentially hazardous materials—including motor oil, gasoline, batteries, syringes, potentially infectious materials, containers that appear to contain noxious materials, etc. If you do not know what something is, do not touch or handle it.
- Place all waste into the appropriate waste receptacles (yard waste, recycling, or landfill). Do not overfill your senior's waste receptacle. If needed, cut large branches to help fit more into the yard waste bin.
- Complete your short Adopt-a-Senior Report at tinyurl.com/AdoptaSeniorReport within 2 weeks of each day of service.