

Cómo utilizar la lista de verificación de mitigación y evaluación de riesgos de la OMS para las reuniones masivas en el contexto del COVID-19

Guía provisional

20 March 2020



Antecedentes

Esta es una herramienta operativa que ofrece orientación para los organizadores que celebran reuniones durante el brote de COVID-19 y que debe ir acompañada del archivo Excel de Evaluación de Riesgo Genérico COVID-19 de la OMS disponible en [WHO website](#). La planificación rutinaria para las reuniones masivas incluye la realización de evaluaciones de riesgos para determinar el riesgo general de propagación de la enfermedad. Este documento proporciona una lista de verificación de mitigación y evaluación de riesgos de COVID-19 para uso de los países anfitriones y los organizadores y staff de la reunión masiva. Específicamente, este documento proporciona una descripción general de lo siguiente:

- Información que hay que recopilar sobre la reunión
- Herramienta de evaluación de riesgos COVID-19
- Lista de verificación de medidas de mitigación COVID-19
- Matriz de decisión que incorpora la puntuación de evaluación de riesgos y medidas de mitigación para la decisión final.

Instrucciones

Los organizadores deben estar actualizados sobre el brote, utilizando el [situation reports](#) diario facilitado por la OMS así como informes nacionales, si disponibles.

La lista de verificación de medidas de mitigación y evaluación de riesgos de COVID-19 debe completarse en el archivo Excel de la evaluación de riesgos genéricos de COVID-19 de la OMS, ya que las puntuaciones pueden calcularse automáticamente. Las puntuaciones se pueden colocar en la matriz de decisión para la puntuación de riesgo general y una recomendación sobre la implementación de medidas adicionales. La lista de verificación de mitigación y evaluación de riesgos de COVID-19 debe realizarse con las autoridades locales de salud pública y garantizar que personal con experiencia en reuniones masivas, evaluación de riesgos, epidemiología y medidas de control de enfermedades infecciosas se incluya desde las etapas iniciales de la planificación.

Para la determinación general, los factores bajo consideración incluyen:

- etapa actual del brote y dinámica de transmisión conocida,
- distribución geográfica, número de participantes y su perfil de riesgo individual
- herramienta de evaluación de riesgos
- medidas de mitigación actualmente vigentes o propuestas.

Es importante recordar que si bien las medidas de mitigación pueden reducir el riesgo de infecciones por COVID-19, no pueden eliminar completamente la amenaza. Esta guía puede cambiar a medida que evoluciona la situación y el conocimiento sobre la enfermedad. La evaluación del riesgo debe basarse en la estrategia del país para controlar COVID-19. Finalmente, la OMS puede brindar asesoramiento y orientación técnica a los países anfitriones sobre los riesgos para la salud pública, pero no tiene poder de decisión para mantener, posponer o cancelar las reuniones masivas organizadas por los Estados Miembros.

Información para recopilar sobre la reunión

El organizador de la reunión debe recopilar lo siguiente. Esta información se utilizará para responder algunas de las preguntas en la lista de verificación de mitigación.

Nombre del evento	
Organizador Sponsor de la reunión	
Persona de contacto	
Fechas (Inicio– Finalización)	
Ciudad y país anfitrión	
Número previsto de participantes	
Participación internacional?	
Restricciones de viaje actuales en el país anfitrión?	
Current health prevention measures in place by host country that may affect the event (e.g. banning gatherings with more than a certain number of individuals, etc.).	
The number of participants coming from countries or areas affected by the COVID-19 outbreak* within 14 days before the event?	
Estimated percentage of participants who may be considered at risk (age > 65, pre-existing conditions, health care workers, or other responders).	
Will there be Head of State / Head of Government / Ministerial or deputy ministerial involvement (number)?	
Will there be side events in addition to the main mass gathering? Will there be different meeting sites for the various events?	
What measures are in place to minimize close contact between participants?	
What measures are in place specifically regarding remote attendance by both participants and speakers?	
Briefly, what are seen as the major impact(s) of postponement of the meeting (financial, operational, reputational, etc.)?	
Any other information relevant to the meeting that may affect the risk assessment.	

*See WHO daily COVID-19 Situation Report for list of countries.

COVID-19 risk assessment tool

Please use the accompanying WHO COVID-19 Generic risk assessment Excel file to conduct the risk assessment. The risk assessment tool will enable organizers to review the key considerations for hosting an event, and thus inform their risk assessment of COVID-19 for the event. This will help organizers understand and manage any additional risk for COVID-19.

This risk assessment should be reviewed regularly during planning and updated immediately before handover to the operational phase, especially in light of the rapidly evolving outbreak, with reference to the updated [WHO guidance and situation reports](#). The COVID-19 risk assessment for the event must be coordinated and integrated with the host country's national COVID-19 risk assessment and should include input from the local public health authority, along with consulting WHO's updated technical guidance and ensuring that there is an up-to-date evaluation of the epidemiological situation.

Questions considered for this risk assessment include:

- Will the event take place in a host country with documented active local transmission (community spread)?
- Will the event include international participants from countries that have documented active local transmission (community spread)?
- Will the event include a significant number of participants at higher risk of severe disease (e.g. people > 65 years of age, people with underlying health conditions)?
- Will the event be primarily indoors or will people be in close contact with each another for a prolonged period of time?

COVID-19 mitigation measures checklist

Mitigation measures are meant to reduce the risk that the event will facilitate COVID-19 virus transmission. Together with the risk assessment score, the mitigation measures will contribute to the decision matrix and influence the assessment of the total risk of transmission and further spread of COVID-19, and the recommendation as to whether the mass gathering should be held.

Mitigation measures cover a variety of topics, including:

- Understanding of the overview of the current COVID-19 situation by event organizers
- Event emergency preparedness and response plans
- Stakeholder and partner coordination
- Command and control
- Risk communication
- Public health awareness of COVID-19 before and during the event
- Surge capacity

Please use the accompanying WHO COVID-19 Generic risk assessment Excel file to conduct to conduct the mitigation measures checklist.

Decision matrix for final determination

The decision matrix combines the risk score and the mitigation score to provide a color determination, which identifies the total risk of transmission and further spread of COVID-19 and provides a recommendation on whether an event should be held and if further mitigation measures are advised. The color determination key below the decision matrix describes the total risk for each color and if any recommendations are suggested.

Risk versus mitigation matrix

Total Risk Score	Very Prepared to Mitigate COVID-19 Impacts (76-100)	Somewhat Prepared to Mitigate COVID-19 Impacts (51-75)	Somewhat Unprepared to Mitigate COVID-19 Impacts (26-50)	Very Unprepared to Mitigate COVID-19 Impacts (0-25)
0 (very low risk)	Very low	Very low	Low	Moderate
1 (low risk)	Very low	Low	Low	Moderate
2 (moderate risk)	Low	Low	Moderate	Very High
3 (high risk)	Moderate	Moderate	Very High	Very High
4 (very high risk)	Very High	Very High	Very High	Very High

Colour Determination Key

KEY	
	Overall risk of transmission and further spread of COVID-19 is considered very low
	Overall risk is low , however recommend checking if mitigation measures can be strengthened
	Overall risk is moderate , recommend significant efforts to improve mitigation measures or reduce risk of transmission
	Overall risk of transmission and further spread of COVID-19 is considered very high

Acknowledgements

WHO gratefully acknowledges the contributions of the WHO MG COVID-19 ad-hoc expert group for its help in developing this document and the WHO Collaborating Centers at Johns Hopkins University and Flinders University.

WHO continues to monitor the situation closely for any changes that may affect this interim guidance. Should any factors change, WHO will issue a further update. Otherwise, this interim guidance document will expire 2 years after the date of publication.

© World Health Organization 2020. Some rights reserved. This work is available under the [CC BY-NC-SA 3.0 IGO](https://creativecommons.org/licenses/by-nc-sa/3.0/) licence.

WHO reference number: [WHO/2019-nCoV/POE mass_gathering_tool/2020.1](https://www.who.int/publications/iitem/WHO/2019-nCoV/POE_mass_gathering_tool/2020.1)