

# UNLV Photo Services COVID-19 Guidelines

**Overview:** This document provides guidelines for maintaining safe photography procedures as UNLV begins resuming on-campus operations. Safety for everyone involved will always be prioritized over capturing an image.

## Requirements Specific to Professional Photography Operations

Subjects should self-monitor for symptoms of COVID-19 prior to coming to the shoot by taking their temperature and self-screening through answering a series of questions as recommended by the [Southern Nevada Health District](#) (SNHD). If you respond yes to one or more of the screening questions or exhibit other symptoms noted by the CDC, reschedule the shoot. (There is no fee for cancelling or rescheduling.)

- **Outdoor sessions are preferred.** Indoor sessions will be granted by the photographer when safe protocols can be established.
- **Masks & Social distancing** — All present for photo sessions must be masked and maintain social distancing.
  - The subject's mask may be removed for capturing the photos.
  - If the mask is to be shown in photo, avoid non-UNLV logos and busy patterns. Please work with the photographer on making sure the mask is appropriate.
- Any additional personnel, communicators or other staff, will maintain social distance and be masked at all times. Additional staff should be kept to the minimum necessary.
- **Group photos** — Group photos are not available until social distancing requirements are no longer needed.
- **Individual headshots** — Studio headshots by appointment only. Individuals will be scheduled in 15-minute time blocks. Each participant must wait outside of the studio until it is his or her turn to enter the studio; the photographer will escort you into the studio at your appointed time. Masks must be worn until the photographer is ready to begin your photo session.
- **Group headshot sessions** — Headshot sessions for multiple people in a unit are available and will be held in suitable location to ensure social distancing. Contact Cate Weeks, [cate.weeks@unlv.edu](mailto:cate.weeks@unlv.edu), to discuss details and costs.

\*All UNLV Photo Services policies and procedures are subject to change based on further guidance from the Governor's Office, NSHE, UNLV's COVID-19 Incident Management Taskforce, and the Integrated Marketing & Branding Division.