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General Business Guidance

UTAH LEADS TOGETHER: MODERATE RISK PHASE

As the community begins the next phase of sustainable social distancing and businesses begin to re-open doors to patrons, we encourage you to continue to implement protective measures to slow the spread of COVID-19 in our community. We understand that each facility is unique and operates under differing circumstances. Therefore, the guidelines provided can be adapted to your personal situation.

FACILITY CLEANING & SANITATION

- Clean and sanitize all touched surfaces between each user.
- Cleaning includes all tables, chairs, door handles, floors, bathrooms, equipment and any high-touch surfaces.
- Contactless payment is encouraged. However, if it is not possible, sanitize between transactions.
- Implement and document a regular facility-wide equipment cleaning schedule performed at specific and frequent time intervals.
    - Chlorine (bleach) with a concentration of 100-200 ppm is recommended for non-food contact surfaces. For other EPA approved disinfectants visit, https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2
- Provide hand sanitizer at checkout counters and entrance/exits.

EMPLOYEE & PATRON PROTECTION

Daily Screening and Monitoring for Sickness

- Make every possible effort to enable working from home as a first option; where not possible, comply with distancing and hygiene guidelines.
- Provide accomodations for *high-risk employees.
- Encourage employees to self-monitor for illness before coming to work each day,

including checking their temperature and screening for symptoms of COVID-19.
    - If employees need to take simple medications (acetaminophen, ibuprofen, aspirin), they should measure their temperature beforehand.
- Do not allow employees to come to work if they feel sick.
    - Remind employees to report any illness to management, especially if sick with fever, cough, muscle aches and pains, sudden changes in smell or taste, sore throat, and/or shortness of breath.
    - Non-punitive leave policies must be in place so employees do not feel pressured to come to work if they are sick.
- Employers should screen employees including measuring temperatures, before shifts for symptoms of COVID-19: fever, cough, shortness of breath, muscle aches and pains, decreased sense of smell or taste, and/or sore throat.
- Anyone who develops symptoms while at work should be separated from other employees and customers immediately and sent home.
    - Immediately clean and disinfect areas the sick employee contacted.
- If an employee is confirmed to have COVID-19, employers should inform fellow employees while maintaining confidentiality, and all fellow employees should self-monitor for symptoms of COVID-19 for 14 days.
    - Employees may not come to work if they develop any symptoms while self-monitoring and are encouraged to get tested for COVID-19.
- Employers must prohibit employees who have been asked to isolate or quarantine from coming into work until given health department clearance.
- Employers should prohibit people from entry into the facility if they are ill or if they have had a recent exposure to someone with symptoms or diagnosis of COVID-19.
- Management may ask customers to voluntarily provide their contact information to assist with contact tracing efforts should a COVID-19 exposure at the food establishment occur.

Employee Hygiene

- Require hand washing and/or hand sanitizing upon entry into the facility.
    - Provide convenient access to handwashing sinks with soap, water, and disposable paper towels and/or hand sanitizer.
- Thoroughly wash and scrub hands with warm water and soap for at least 20 seconds on a frequent basis.
- Employees may be required and are encouraged to wear masks or cloth face coverings while at work.
- If required, employers should provide Personal Protective Equipment (PPE) such as face coverings, hair nets, gloves, overalls, etc.
    - PPE should not be shared and should be used and disposed of properly.
- After using gloves, employees should wash their hands.
- Staff should sanitize hands and equipment between handling payments.
- Avoid touching your eyes, nose, or mouth.
- Avoid sharing food or personal items.

Employee Distancing and Hygiene

- Organize staff into teams to reduce interaction between the groups.
- Stagger workstations so workers are not facing one another and can maintain a 6-foot distance.
- Minimize face-to-face interactions as much as possible, including with customers. (e.g. utilize drive-thru, install partitions)
- Staff should wear face coverings where 6 foot distance isn't possible.
- Perform hand hygiene between interactions with customers.
- Encourage contactless and non-signature payment; when not possible, card and payment stations must be sanitized after each use.
- Staff must sanitize hands between handling payments.

Patron Distancing in Lines or Waiting Areas

- Eliminate waiting areas inside the establishment if possible.
- Maintain six (6) feet of distance between patrons in line for service.
- Customers should be encouraged to wait in their car until called for service or products are ready to pick up.
- Require appointments or reservations for services.

Signage

- Provide signage at each public entrance to inform all employees and customers that they should:
    - Avoid entering if they have a cough, fever, or feel generally unwell
    - Maintain a minimum of 6 foot distance
    - Sneeze/cough into a cloth or tissue
    - Not shake hands or engage in any unnecessary physical contact
    - Wear face coverings

*High-risk individuals include those over 65, those living at senior living facilities, and those of all ages with underlying medical conditions, including chronic lung disease, asthma, heart conditions, severe obesity, chronic kidney disease, liver disease, or otherwise immunocompromised (undergoing cancer treatment, smoker, bone marrow or organ transplantation, immune deficiencies, poorly controlled HIV or AIDS, and prolonged use of corticosteroids and other immune weakening medications).

For more information on Utah Leads Together 2.0, visit: coronavirus.utah.gov/utah-leads-together/.