SUMMIT COUNTY
COLORADO

SUMMIT COUNTY PUBLIC HEALTH

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Frisco, CO 80443

Summit County Business Physical Distancing Protocol

Must be completed for each facility or work site

Business Name: _____

Facility Address: _____

Approx. gross square footage of space open to the public: _____

Businesses must implement all applicable measures listed below, and be prepared to explain why any measure that is not implemented is not applicable to the business. For businesses that are subject to more specific regulatory rules established by another agency (DORA, CDPHE, etc.), those must also be followed.

Signage

☐ Signs have been placed at each public entrance of the facility or work site to inform all employees and customers that they should: avoid entering the facility or location if they have a cough or fever; maintain a minimum six-foot distance from one another; sneeze and cough into a cloth or tissue or, if not available, into one's elbow; and not shake hands or engage in any unnecessary physical contact.
[sign template attached]

☐ A copy of this Physical Distancing Protocol has been placed at each public entrance to the work site.

Measures To Protect Employee Health *(check all that apply to the facility or work site)*

☐ Everyone who can carry out their work duties from home has been directed to do so.

☐ Individual discussions have taken place with employees about the fact that older adults and those with chronic medical conditions may be at higher risk for serious illness. Options have been explained to high risk employees, including ways to minimize face-to-face interactions, maintaining six feet of distance from other people, remote work if possible, and leave policies for employees who choose not to come to work.

☐ All employees have been told not to come to work if sick (including any of the following: headache, sore throat, fever (>100.4°F), dry cough, recent inability to taste and smell, shortness of breath, ear aches, body aches, diarrhea, fatigue, vomiting, and abdominal pain). If an employee does have any of these symptoms, employer will ask the employee to get tested for COVID-19 infection. If the test results:

1. Are positive, the employee will be excluded from working for 10 days after symptom onset OR 72 hours after fever ends (without fever reducing medicines) and other symptoms are improving, whichever of these is longer.
2. If the test results are negative, the employee will be excluded from working until 72 hours after fever ends (without fever reducing medicines) and other symptoms are improving.
3. If testing is not completed, the employee will be excluded from working for 10 days after symptoms onset OR 72 hours after fever ends (without fever reducing medicines) and other symptoms are improving, whichever of these is longer.

☐ Symptom checks are being conducted before employees may enter the work site. See template here or below.

☐ Copies of this Protocol have been distributed to all employees.

☐ All employees working in any indoor space open to the public and in settings not open to the public where six feet of separation cannot be maintained must wear face coverings. Customers must also wear face covers when entering the business.

☐ Optional — Describe other measures:

_____

Measures To Keep People At Least Six Feet Apart *(You must comply with all items below that are applicable to your location. Please check each box to confirm you have reviewed the requirement.)*

☐ All employees have been instructed to maintain at least six feet of distance from customers and each other (employees may momentarily come closer when needed to accept payment, deliver goods or services, or when otherwise unavoidable).

☐ All desks, individual work stations, or work areas are separated by at least six feet.

☐ Tape or other markings have been placed at least six feet apart in customer line areas inside the store and on sidewalks to public entrances with signs directing customers to use the markings to maintain distance.

☐ Order areas are separated from delivery areas to prevent customers from gathering.

☐ For retail businesses: Retailers are to add directional indicators for each aisle to encourage customers to go one way down each aisle.

☐ Optional — Describe other measures:

_____

Measures To Prevent Crowds From Gathering: *(check all that apply to the facility or work site)*

☐ The number of customers in the store at any one time is limited to a maximum of 1 person per 100 square feet of retail area (see square feet value above). This allows for customers and employees to easily maintain at least six-foot distance from one another at all practicable times. A maximum of 1 person per 100 square feet will be allowed within this business at any time. *(Gross square footage of space / 100).*

Maximum number of persons allowed in this business: _____

☐ An employee is monitoring the door to ensure that the maximum number of customers in the facility set forth above is not exceeded.

☐ Optional—Describe other measures:

_____

Measures To Increase Sanitization *(check all that apply to the facility or work site)*

☐ Hand sanitizer, soap and water, or effective disinfectant is available to the public and employees at or near the entrance of the facility or work site, at checkout counters, workstations, and anywhere else where people have direct interactions. Location(s) include:

_____

☐ Disinfecting wipes or spray that is effective against COVID-19 are available near workstations and all high-contact surfaces (including payment portals, carts, baskets, pens, shared tools, heavy equipment, etc.). Location(s) include:

_____

☐ Employee(s) have been assigned to clean/disinfect all high-contact surfaces frequently.

☐ Break rooms, bathrooms, and other common areas are being disinfected on the following

schedule:

- ☐ Break Rooms _____
- ☐ Bathrooms _____
- ☐ Other _____

☐ Optional — Describe other measures:

_____

Measures To Prevent Unnecessary Contact *(check all that apply to the facility or work site)*

☐ Contactless payment systems have been provided or, if not feasible, payment systems are sanitized regularly. Describe:

_____

☐ Curb-side drop-off/pick-up of products is available.

☐ People are prevented from self-serving any items that are food-related (including bulk food, plates, cups, lids, etc.).

☐ Optional—Describe other measures (e.g. providing senior-only hours, shields):

_____

Measures To Reduce Exposures in Employee Transportation *(check all that apply to the facility or work site)*

When passengers from separate households share a vehicle (carpool) the following criteria is promoted/expected:

☐ Hand sanitizer is used by each passenger when entering the vehicle.

☐ The number of passengers has been reduced by 50% of the vehicle's occupancy, and passengers sit in locations to maximize the distance between one another.

☐ All passengers will wear a non-medical, cloth face-covering.

☐ Windows will remain open and ventilation is increased.

☐ All high-contact surfaces of the vehicle will be disinfected at the end of each day.

Any additional measures not included here should be listed on separate pages, which the business may attach to this document.

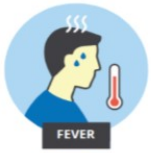
Employees, customers and other interested parties may contact the following person with any questions or comments about this protocol:

Name: _____

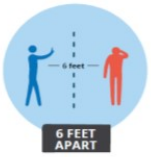
Phone number: _____

This business is complying with Colorado and Summit County Public Health Orders

Please observe the following rules:



Avoid this area if you have a cough or fever or are otherwise experiencing symptoms of the virus



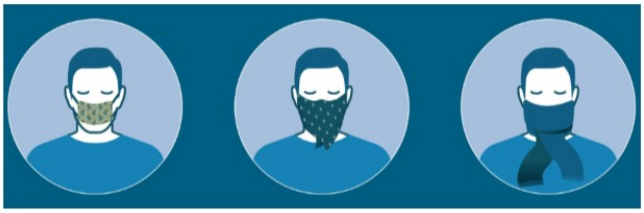
Maintain a minimum six-foot distance between you and others

Sneeze or cough into a tissue, or into your elbow; place used tissue in the trash

Do not shake hands or engage in unnecessary physical contact with others

Thank you for respecting these rules to protect everyone's health.

En este negocio todos los empleados Y clients deben usar cubrebocas de tela o solo tapabocas.



Cloth face covers or masks must be worn by all workers AND customers in this business.

Este negocio cumple con las órdenes de Salud Pública de Colorado y del condado de Summit.

Por favor observe las siguientes reglas:

Evite esta área si tiene tos o fiebre o si experimenta síntomas del virus.

Mantenga una distancia mínima de seis pies entre usted y otras personas.

Estornude o tosa. en un pañuelo de papel o en el codo; coloque los pañuelos usados en la basura

No dé la mano a otros ni participe en contacto físico innecesario con otras personas

Gracias por respetar estas reglas para proteger la salud de todos.

SUMMIT COUNTY
Public Health

http://www.summitcountyco.gov/1306/Coronavirus
COVIDQUESTIONS@summitcountyco.gov

970-668-9730

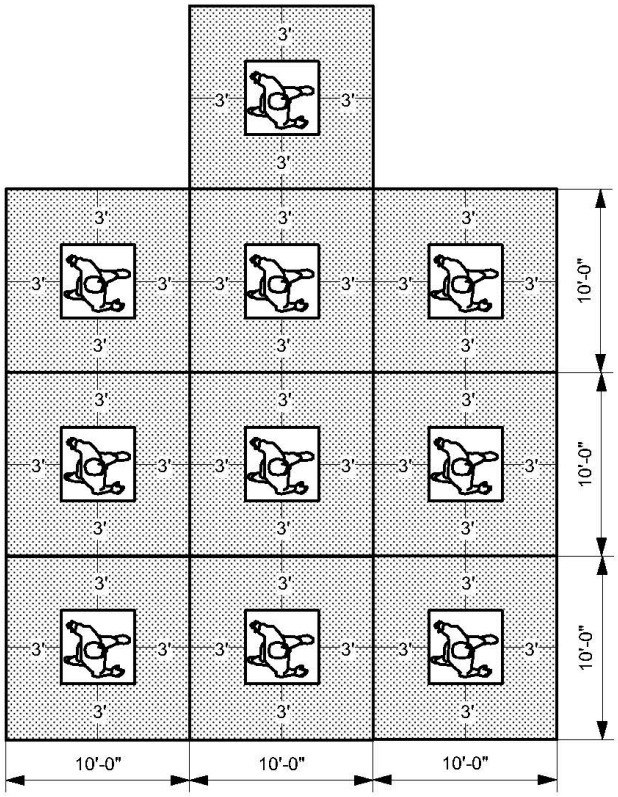
Daily Symptom Check-In

If symptoms are reported, please stay home, isolate yourself from other family members, and call your medical provider

Employer Name: _____ Date: _____

Name	**Do you have any of the following symptoms today (y/n)?** COVID-19 symptoms include -- Headache, sore throat, fever, dry cough, recent inability to taste or smell, shortness of breath, body aches, fatigue, diarrhea, vomiting, abdominal pain.

SOCIAL DISTANCING MODEL
BASED ON 6 FEET SPACING
AT A MAXIMUM OF 10 PEOPLE
IN ONE SPACE
(MAXIMUM DENSITY ALLOWANCE)



A Minimum of
100 Square Feet Per Person or 1,000 Square Feet of Open Floor Space for Ten People

Note: Personal Space Allocation

P. Siegel
1/8" = 1'