

Recommended Practice Reopen Guideline

1	Pandemic Response Team
	<ul style="list-style-type: none"> • <i>Posted plan and check list ensuring safety requirements are being met</i>
2	Employee and Visitor Self Screening Protocol
	<ul style="list-style-type: none"> • <i>Daily self-screening for all entry</i> • <i>Voluntary home self-screening procedures</i>
3	Employees and Visitor Social Distancing Protocol
	<ul style="list-style-type: none"> • <i>Employee training on social distancing</i> • <i>Mandatory social distancing for all employee and visitors</i> • <i>Procedure in place for visitors who fail to comply</i>
4	Personal Protection Equipment for Staff
	<ul style="list-style-type: none"> • <i>Protocol training for staff</i>
5	Prevention Inventory
	<ul style="list-style-type: none"> • <i>30 day supply of masks, gloves, sanitizer, soap...</i>
6	Disinfection and Cleaning Protocol
	<ul style="list-style-type: none"> • <i>Repeated disinfection of door knobs, counters and other surfaces throughout the day</i>
7	Incoming and Outgoing Supplies Protocol
	<ul style="list-style-type: none"> • <i>Procedures for managing all supplies in a manner minimizing the spread of COVID-19</i>
8	Employee Signage
	<ul style="list-style-type: none"> • <i>Hand washing, distancing, touching of face</i>
9	Customer Signage
	<ul style="list-style-type: none"> • <i>"No Shirt, No Shoes, No Mask, No Service"</i>
10	Employee Training
	<ul style="list-style-type: none"> • <i>Weekly employee COVID Updates and Trainings</i>