

Phased Guidelines for the General Public and Businesses to Maximize Public Health and Economic Reactivation

This is an addendum to [Utah Leads Together 2.0](#)¹. The Governor’s Office of Management and Budget and the Utah Department of Health, with assistance from Leavitt Partners, have developed recommendations to support the roadmap for reactivation of the Utah economy while stabilizing public health. These guidelines may provide appropriate flexibility for regions within the state to proactively protect public health, reactivate the Utah economy, and minimize damage to Utah’s quality of life.

DISCLAIMER: These are recommendations that are subject to modification and may be superseded by county or local health department guidance.

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¹ [https://coronavirus-download.utah.gov/Governor/UtahLeads%20April2020%20v20%20\(2\).pdf](https://coronavirus-download.utah.gov/Governor/UtahLeads%20April2020%20v20%20(2).pdf)

Overview of Guidelines for the General Public and Employers

Normal Risk

Low Risk

Moderate Risk

High Risk

Intensity of Disruption				
<p>Overview of Guidelines for General Public and Employers</p>	<ul style="list-style-type: none"> • General public and employers take reasonable precautions • All businesses operating • Schools are open • Traveling restrictions mostly lifted, self-monitor symptoms 14 days upon return; avoid areas of high transmission 	<ul style="list-style-type: none"> • Public follows Guidelines for All Levels of the General Public (outlined below) and employers follow General Guidelines for Employers (outlined below) • General public and employers take reasonable precautions • Face coverings worn in public settings where other social distancing measures are difficult to maintain • Schools are open • Interactions in decreased group sizes that enable all social distancing guidelines to be maintained; social interactions in groups 50 or fewer • All businesses operating • Employers exercise discretion with remote work and returning to onsite work • Recommended symptom checking in public/business interactions 	<ul style="list-style-type: none"> • Public follows Guidelines for All Levels of the General Public (outlined below) and employers follow General Guidelines for Employers (outlined below) • General public and employers take extreme precautions • Face coverings worn in public settings where other social distancing measures are difficult to maintain • In-person interactions limited to individual households and those who have been following recommended distancing/hygiene guidelines. Increase use of virtual interactions • Leave home infrequently, stay 6 feet away from others when outside the home • Interactions in decreased group sizes that enable all social distancing guidelines to be maintained; social interactions in groups of 20 or fewer • Limit out-of-state travel, quarantine 14 days upon return from high-risk areas • Schools closed • Employees and volunteers of businesses operate remotely, unless not possible • High-contact businesses can operate under strict protocols • Restaurants are open for dine-in services with strict requirements • Symptom checking in business interactions • Employers evaluate workforce strategy, concerns, and enact strategies to minimize economic impact 	<ul style="list-style-type: none"> • Public follows Guidelines for All Levels of the General Public (outlined below) and employers follow General Guidelines for Employers (outlined below) • General public and employers take extreme precautions • Face coverings worn in public settings where other social distancing measures are difficult to maintain • In-person interactions limited to individual households; increase virtual interactions • Essential travel only. Leave home infrequently; stay 6 feet away from others when outside the home • Interactions in groups up to 10 • Limit out-of-state travel, quarantine 14 days upon return from high-risk areas • Schools closed • Employees and volunteers of businesses operate remotely, unless not possible • Encourage high-contact businesses not to operate • Symptom checking in business interactions • Employers evaluate workforce strategy, concerns, and enact strategies to minimize economic impact

Guidelines for the General Public During Red, Orange and Yellow Phases

Category	Recommendation
General	<ul style="list-style-type: none"> Follow strict hygiene standards, including: <ul style="list-style-type: none"> Wash hands frequently with soap and water for at least 20 seconds Use hand sanitizer frequently Avoid touching your face Cover coughs or sneezes (e.g. into a tissue, sleeve, or elbow; not hands) Regularly clean high-touch surfaces (e.g. door handles, counters, light switches, remote controls, restroom surfaces) Follow any other standards promulgated by the Centers for Disease Control and Prevention (CDC), the Utah Department of Health, and local health department Face coverings should be worn in public spaces, especially when difficult to maintain 6-foot distance Do not shake hands Phone and video chats encouraged in place of in-person meetings Help others as reasonably appropriate
Households with High-Risk Individuals	<p>“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)</p> <ul style="list-style-type: none"> For those living with a high-risk individual, household members should conduct themselves as if they are a significant risk to the high-risk individual Wash hands before interacting with the person, including before feeding or caring for the person If possible, provide a protected space for high-risk household members, and ensure all utensils and surfaces are cleaned regularly Those who are, or work with, vulnerable populations should undergo daily screening/symptom monitoring and should be tested if they develop COVID-19 symptoms High-risk populations should take extra precaution to avoid close contact with multiple people, including having the same caretakers whenever possible Additional CDC guidance for high-risk populations can be found here²
Households with Sick Family Members	<ul style="list-style-type: none"> Give sick members their own room if possible and keep the door closed Consider providing additional protections or more intensive care for high-risk household members Have only one family member care for them

² <https://www.cdc.gov/coronavirus/2019-ncov/need-extra-precautions/what-you-can-do.html>

Phased Guidelines for the General Public and Businesses to Maximize Public Health and Economic Reactivation

Tiered Guidelines for the General Public

	Normal Risk	Low Risk	Moderate Risk	High Risk
Social Guidelines	<ul style="list-style-type: none"> • General public takes reasonable precautions • Interactions allowable in larger groups, with strict hygiene measures and symptom monitoring • Evaluate mass gatherings based on herd immunity and monitoring/testing rates 	<ul style="list-style-type: none"> • General public takes reasonable precautions • Stay 6 feet away from others when outside the home • Face coverings worn in interactions that take place within a 6-foot distance • Limit out-of-state travel, quarantine 14 days upon return from high-risk areas • Social interactions in groups 50 or fewer; this may be increased incrementally based on data & milestone trends 	<ul style="list-style-type: none"> • General public takes extreme precautions • Stay 6 feet away from others when outside the home unless not possible • Face coverings worn in interactions that take place within a 6-foot distance • In-person interactions limited to individual households and those who have been following recommended distancing/hygiene guidelines; increase use of virtual interactions • Leave home infrequently • Limit out-of-state travel, quarantine 14 days upon return from high-risk areas • Social interactions in groups of 20 or fewer 	<ul style="list-style-type: none"> • General public takes extreme precautions • Stay 6 feet away from others when outside the home unless not possible • Face coverings worn in interactions that take place within a 6-foot distance • In-person interactions limited to individual households; increase virtual interactions • Essential travel only. Leave home infrequently • Limit out-of-state travel, quarantine 14 days upon return from high-risk areas • Social interactions in groups of 10 or fewer
Interactions with High-Risk Individuals³	<ul style="list-style-type: none"> • Asymptomatic individuals take extra precautions and follow strict hygiene standards when interacting with high-risk groups • No symptomatic individuals • Take proper precautions when visiting the hospital, nursing homes, or other residential care facilities 	<ul style="list-style-type: none"> • Asymptomatic individuals take extra precautions and follow strict hygiene standards when interacting with high-risk groups • No symptomatic individuals • Limit visitors to the hospital, nursing homes, or other residential care facilities 	<p>Interactions with High-Risk Individuals</p> <ul style="list-style-type: none"> • See “Households with vulnerable populations” guidelines on page 3 • Avoid physical interactions with high-risk individuals as much as possible • Avoid visits to hospitals, nursing homes, and other residential care facilities <p>Actions by High-Risk Individuals</p> <ul style="list-style-type: none"> • Face coverings worn at all times in public setting • Limit travel to only essential travel, as defined on page 5; if telework is not possible, limit travel to work-related travel only • Limit visiting friends or family without urgent need • Limit physical interactions with other high-risk individuals, except for members of your household or residence • Limit attending gatherings of any number of people outside your household or residence • Do not visit hospitals, nursing homes, or other residential care facilities 	<p>Interactions with High-Risk Individuals</p> <ul style="list-style-type: none"> • See “Households with vulnerable populations” guidelines on page 3 • Avoid physical interactions with high-risk individuals as much as possible • No visits to hospitals, nursing homes, and other residential care facilities <p>Actions by High-Risk Individuals</p> <ul style="list-style-type: none"> • Face coverings worn at all times in public setting • Limit travel to only essential travel, as defined on page 5; if telework is not possible, limit travel to work-related travel only • Limit visiting friends or family without urgent need • Limit physical interactions with other high-risk individuals, except for members of your household or residence • Limit attending gatherings of any number of people outside your household or residence • Do not visit hospitals, nursing homes, or other residential care facilities

³ “High-risk individual” includes 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).

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	Normal Risk	Low Risk	Moderate Risk	High Risk
Family Gatherings (e.g. funeral, wedding, religious ceremonies)	<ul style="list-style-type: none"> Interactions allowable in larger groups, with strict hygiene measures and symptom monitoring 	<ul style="list-style-type: none"> Decreased group sizes that enable all social distancing guidelines to be followed 	<ul style="list-style-type: none"> Small group of close family and friends may attend, as long as they have been following social distancing and hygiene practices for two weeks 	<ul style="list-style-type: none"> Only members of the same household or residence may attend
Public Space	<ul style="list-style-type: none"> Regularly disinfect high-touch areas (e.g. door handles, buttons/switches, handrails, shopping carts, check-out counters, restroom surfaces) Provide hand sanitizer for individuals at entrance and exit 	<ul style="list-style-type: none"> Regularly disinfect high-touch areas (e.g. door handles, buttons/switches, handrails, shopping carts, check-out counters, restroom surfaces) Provide hand sanitizer for individuals at entrance and exit Face coverings worn in public settings where other social distancing measures are difficult to maintain Recommended symptom checking in public interactions 	<ul style="list-style-type: none"> Regularly disinfect high-touch areas (e.g. door handles, buttons/switches, handrails, shopping carts, check-out counters, restroom surfaces) Provide hand sanitizer for individuals at entrance and exit Design spaces to maintain 6-foot distance between individuals Face coverings worn in public settings where other social distancing measures are difficult to maintain Symptom checking in public and business interactions 	<ul style="list-style-type: none"> Regularly disinfect high-touch areas (e.g. door handles, buttons/switches, handrails, shopping carts, check-out counters, restroom surfaces) Provide hand sanitizer for individuals at entrance and exit Design spaces to maintain 6-foot distance between individuals Face coverings worn in public settings where other social distancing measures are difficult to maintain Symptom checking in public and business interactions
Use of Face Coverings	<ul style="list-style-type: none"> Face coverings not necessary for the general public 	<ul style="list-style-type: none"> Face coverings (e.g. mask, scarf, gaiter, bandana) worn in public settings where other social distancing measures are difficult to maintain Launder cloth face coverings routinely Individuals should stay 6 feet away from others even when wearing a face covering 	<ul style="list-style-type: none"> Face coverings (e.g. mask, scarf, gaiter, bandana) worn in public settings where other social distancing measures are difficult to maintain Launder cloth face coverings routinely Individuals should stay 6 feet away from others even when wearing a face covering 	<ul style="list-style-type: none"> Face coverings (e.g. mask, scarf, gaiter, bandana) worn in public settings where other social distancing measures are difficult to maintain Launder cloth face coverings routinely Individuals should stay 6 feet away from others even when wearing a face covering
Children	<ul style="list-style-type: none"> Schools are open, with increased cleaning and hygiene regimen All symptomatic children should stay home from school and childcare 	<ul style="list-style-type: none"> Schools are open, but follow distancing guidelines Increased cleaning and hygiene regimen All symptomatic children should stay home from school and childcare Limit child interaction with other children in public spaces (e.g. playground equipment); a 6-foot distance should be maintained 	<ul style="list-style-type: none"> Do not attend school outside the home Do not arrange or participate in in-person playdates or similar activities Do not allow children on public playground equipment Schools closed Schools may send home food 	<ul style="list-style-type: none"> Do not attend school outside the home Do not arrange or participate in in-person playdates or similar activities Do not allow children on public playground equipment Schools closed Schools may send home food
Food	<ul style="list-style-type: none"> Dine-in services operating with hygiene practices followed 	<ul style="list-style-type: none"> Dine-in services operating with adequate distance between tables 	<ul style="list-style-type: none"> Carryout or delivery encouraged. Dine-in services allowable with extreme precaution (see page 14) Decrease shopping frequency Schools may send home food 	<ul style="list-style-type: none"> Do not dine out except for carryout or delivery Decrease shopping frequency Schools may send home food
Travel	<ul style="list-style-type: none"> Normal travel 	<ul style="list-style-type: none"> Limit out of state travel, following destination guidelines⁴ and avoiding areas of high exposure 	<ul style="list-style-type: none"> Limit travel to essential travel only, following destination guidelines⁴ and avoiding areas of high exposure 	<ul style="list-style-type: none"> Limit travel to essential travel only, following destination guidelines⁴ and avoiding areas of high exposure

⁴ <https://wwwnc.cdc.gov/travel/destinations/list>

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	Normal Risk	Low Risk	Moderate Risk	High Risk
			<ul style="list-style-type: none"> Essential travel means travel to: <ul style="list-style-type: none"> safely relocate by an individual whose home or residence is unsafe, including individuals who have suffered or are at risk of domestic violence, or for whom the safety, sanitation or essential operations of the home or residence cannot be maintained care for a family member or friend in the same household or another household, including transporting family members or friends transport a child according to existing parenting time schedules or other visitation schedules pertaining to a child in need of protective services care for pets, including travel to a veterinarian seek emergency services obtain medications and medical services donate blood obtain food, including delivery or carry-out services, beverages (alcoholic and non-alcoholic), and other grocery items, gasoline, supplies required to work from home, and products needed to maintain the safety, sanitation, and essential operation of homes and residences, businesses, and personally owned vehicles, including automobiles and bicycles perform work if you cannot telework transport/deliver essential goods engage in recreational and outdoor activities laundromats and dry cleaners return to a home or place of residence 	<ul style="list-style-type: none"> Essential travel means travel to: <ul style="list-style-type: none"> safely relocate by an individual whose home or residence is unsafe, including individuals who have suffered or are at risk of domestic violence, or for whom the safety, sanitation or essential operations of the home or residence cannot be maintained care for a family member or friend in the same household or another household, including transporting family members or friends transport a child according to existing parenting time schedules or other visitation schedules pertaining to a child in need of protective services care for pets, including travel to a veterinarian seek emergency services obtain medications and medical services donate blood obtain food, including delivery or carry-out services, beverages (alcoholic and non-alcoholic), and other grocery items, gasoline, supplies required to work from home, and products needed to maintain the safety, sanitation, and essential operation of homes and residences, businesses, and personally owned vehicles, including automobiles and bicycles perform work if you cannot telework transport/deliver essential goods engage in recreational and outdoor activities laundromats and dry cleaners return to a home or place of residence
Outdoors and Recreation	<ul style="list-style-type: none"> Resume activities, follow hygiene standards 	<ul style="list-style-type: none"> Remain at least six feet apart from individuals from other households while engaging in outdoor activities (e.g., walking, hiking, running, bicycling, hunting, fishing, etc.) Avoid contact with high-touch surfaces, including handrails, trail signs, maps 	<ul style="list-style-type: none"> Remain at least six feet apart from individuals from other households while engaging in outdoor activities (e.g., walking, hiking, running, bicycling, hunting, fishing, etc.) Do not touch high-touch surfaces, including handrails, trail signs, maps 	<ul style="list-style-type: none"> Remain at least six feet apart from individuals from other households while engaging in outdoor activities (e.g., walking, hiking, running, bicycling, hunting, fishing, etc.) Do not touch high-touch surfaces, including handrails, trail signs, maps

Phased Guidelines for the General Public and Businesses to Maximize Public Health and Economic Reactivation

Normal Risk

Low Risk

Moderate Risk

High Risk

		<ul style="list-style-type: none"> • Avoid congregate at trailheads, parks, or other outdoor spaces • Exhibit caution when engaging in close-contact or team sports, including symptom checking of participants • Pools operate at 50% capacity, one swimmer per lane, no congregating on pool decks • Follow guidelines for state and national parks 	<ul style="list-style-type: none"> • Do not congregate at trailheads, parks, or other outdoor spaces • Do not engage in close-contact or team sports • Pools operate at 50% capacity, one swimmer per lane, no congregating on pool decks • Follow guidelines for state and national parks 	<ul style="list-style-type: none"> • Do not congregate at trailheads, parks, or other outdoor spaces • Do not engage in close-contact or team sports • Do not travel to, or participate in activities at, any of the following locations: <ul style="list-style-type: none"> ○ places of public amusement or public activity ○ public swimming pools ○ gyms, and fitness centers • Do not go to or engage in activities at a state park located outside the county in which you reside (the availability of national parks will be determined in consultation with the National Park Service and the county in which the park is located)
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Tiered Recommendations for Businesses and Employees

Normal Risk

Low Risk

Moderate Risk

High Risk

Intensity of Disruption	1 2 3 4 5 6 7 8 9 10	1 2 3 4 5 6 7 8 9 10	1 2 3 4 5 6 7 8 9 10	1 2 3 4 5 6 7 8 9 10
General Employer Guidelines (applicable across all industries)	All businesses are open and operating under stricter hygiene and cleaning regimen. Monitoring health of workforce and customers	Employers encourage flexible working arrangements (rotating shifts, remote work, etc.). Comply with distancing guidelines. Increased cleaning regimen of high-touch areas. Monitor employees for symptoms and well-being <ul style="list-style-type: none"> • Employers take reasonable precautions • Provide accommodations to high-risk employees; minimize face-to-face contact, assign tasks that allow them to maintain 6-foot distance from other employees or customers, implement flexible work hours or staggered shifts, allow high-risk individuals to work remotely • Encourage remote work when possible • Workplaces comply with distancing and hygiene guidelines • Limit unnecessary travel 	Employers exercise extreme caution, with employees working remotely, evaluating workforce concerns, and enacting strategies to minimize economic impact. Businesses that necessitate on-site work should monitor workforce for symptoms and well-being <ul style="list-style-type: none"> • Employers take extreme precautions • Provide accommodations to high-risk employees • Employees and volunteers operate remotely, unless not possible • Symptom checking in business interactions • Face coverings worn; ensure that face coverings are available • Make every possible effort to enable working from home as a first option; where not possible, workplaces comply with distancing and hygiene guidelines • Minimize face-to-face interactions, including with customers (e.g. utilize drive-thru, install partitions) • Where distancing and hygiene guidelines cannot be followed in full, businesses should consider whether that activity needs to continue for the business to operate • Eliminate unnecessary travel and cancel or postpone in-person meetings, conferences, workshops, and training sessions • Require employees to self-quarantine when returning from high-risk⁵ areas • Employers evaluate workforce strategy and concerns and enact strategies to minimize economic impact 	Employers exercise extreme caution, with employees working remotely, evaluating workforce concerns, and enacting strategies to minimize economic impact. Businesses that necessitate on-site work should monitor workforce for symptoms and well-being <ul style="list-style-type: none"> • Employers take extreme precautions • Provide accommodations to high-risk employees • Employees and volunteers operate remotely, unless not possible • Symptom checking in business interactions • Face coverings worn; ensure that face coverings are available • Encourage high-contact businesses not to operate • Make every possible effort to enable working from home as a first option; where not possible, workplaces comply with distancing and hygiene guidelines • Minimize face-to-face interactions, including with customers (e.g. utilize drive-thru, install partitions) • Where distancing and hygiene guidelines cannot be followed in full, businesses should consider whether that activity needs to continue for the business to operate • Eliminate unnecessary travel and cancel or postpone in-person meetings, conferences, workshops, and training sessions • Require employees to self-quarantine when returning from high-risk⁵ areas • Employers evaluate workforce strategy and concerns and enact strategies to minimize economic impact

⁵ <https://wwwnc.cdc.gov/travel/destinations/list>

Phased Guidelines for the General Public and Businesses to Maximize Public Health and Economic Reactivation

	Normal Risk	Low Risk	Moderate Risk	High Risk
Restaurants, Food Service Establishments & Food Trucks	Dine-in restaurants operating under proper safety precautions for staff and customers	Dine-in service opened, with tables arranged so there is appropriate distance between diners. Increased hygiene practices for customers and staff <ul style="list-style-type: none"> • Must maintain 6 feet between parties at all times • Limit the number of people in a restaurant at any time to allow for adequate physical distancing • Limit wait times inside the restaurant to 15 minutes and avoid crowding. Individuals should be encouraged to wait outside • Set an established window for high-risk groups to come in without pressure from crowds • Maintain signage to remind individuals from separate parties to stand at least 6 feet apart • Takeout, curbside pickup, or delivery options encouraged • Avoid letting guests handle food at buffets or change tongs frequently • Clean any surfaces customers touch frequently (e.g. drink machines) • Symptom checking of employees • Stagger workstations so workers are not facing one another and can maintain a 6-foot distance • Encourage contactless payment; disinfect transaction terminal between customers • Customers voluntarily provide contact information to assist with contact tracing efforts 	Takeout, curbside pickup, or delivery options encouraged. Dine-in services allowable with extreme precaution, following strict guidelines around physical distancing and staff monitoring. Contactless payment encouraged. Create safe environment for staff <p>For dine-in services⁶</p> <ul style="list-style-type: none"> • Dine-in services, including buffets, may be open under the following requirements outlined in the appendix on page 19 <p>For takeout services:</p> <ul style="list-style-type: none"> • Symptom checking of employees • Staff wear face coverings • Stagger workstations so workers can maintain a 6-foot distance and do not face one another • Encourage contactless payment; if not possible, disinfect transaction terminal between customers • Staff must sanitize hands between handling payment options and food/containers • When delivering food, drivers use hand sanitizer before passing delivery to customers and use disposable containers/packaging that do not need to be returned • Employers provide personal protection equipment such as face coverings, hair nets, gloves, overalls • Customers voluntarily provide contact information to assist with contact tracing efforts 	Takeout, curbside pickup or delivery only. Extreme caution taken in food preparation. Physical distancing maintained. Contactless payment encouraged. Create safe environment for staff <ul style="list-style-type: none"> • Takeout only. This includes delivery, curbside pickup, third-party delivery (e.g., DoorDash, Grubhub, Uber Eats) • Symptom checking of employees • Stagger workstations so workers can maintain a 6-foot distance and do not face one another • Encourage contactless payment; if not possible, disinfect transaction terminal between customers • Staff must sanitize hands between handling payment options and food/containers • When delivering food, drivers use hand sanitizer before passing delivery to customers and use disposable containers/packaging that do not need to be returned • Employers provide personal protection equipment such as face coverings, hair nets, gloves, overalls • Customers voluntarily provide contact information to assist with contact tracing efforts
Retail (including Grocery Stores, Pharmacy)	Retail establishments operate under heightened hygiene and cleaning standards. Monitor employees for symptoms <ul style="list-style-type: none"> • Signage to encourage customers to use cleaning wipes and hand sanitizer • Ensure cleaning wipes are near shopping carts and shopping baskets Provide hand sanitizer at checkout counters and entrance/exit	Retail establishments exercise discernment, establishing principles for safe environment and public trust. Monitor employees for symptoms and encourage face coverings for any interactions taking place within 6 feet <ul style="list-style-type: none"> • Face coverings are worn for interactions that take place within a 6-foot distance • Maintain signage to remind and help individuals stand at least 6 feet apart, including outside when in line, and in store check-out lines 	Retail establishments create a safe environment for customers and staff with frequent reminders on distancing and hygiene. Monitor employees for symptoms. Customers and employees wear face coverings <ul style="list-style-type: none"> • Both customers and employees wear face coverings⁷ • Maintain signage to remind and help individuals stand at least 6 feet apart, including outside when in line, and in store check-out lines 	Essential retail (e.g., grocery, hardware, etc.) create a safe environment for customers and staff with frequent reminders on distancing and hygiene. Monitor patrons and employees for symptoms. Customers and employees wear face coverings <ul style="list-style-type: none"> • Both customers and employees wear face coverings • Maintain signage to remind and help individuals stand at least 6 feet apart, including outside when in line, and in store check-out lines

⁶ Dine-in services not recommended during moderate risk conditions. However, if dine-in services are opened, the following precautions should be taken

⁷ Face coverings are extremely important in the retail setting, as customers are passing one another with high frequency

Phased Guidelines for the General Public and Businesses to Maximize Public Health and Economic Reactivation

Normal Risk	Low Risk	Moderate Risk	High Risk
	<ul style="list-style-type: none"> • Assign an employee to disinfect carts and baskets regularly • Resume to normal patron capacity • Provide hand sanitizer at checkout counters and entrance/exit • Set an established daily window of time for high-risk individuals to come in without pressure from crowds • Staff only come closer than 6 feet when accepting payment or delivering goods or services if wearing a face covering • One-way aisles to support physical distancing • Discourage bringing kids or strollers in stores when possible to allow as much space as possible in aisles • Consider installing a clear plastic partition between cashier and customer where it is not possible to maintain 6 feet of distance • Deliver products through curbside pick-up or delivery • Make regular announcements to remind customers to follow physical distancing guidelines <p>Specific Guidance for Grocery & Pharmacy</p> <ul style="list-style-type: none"> • Separate order and delivery areas to keep customers from waiting too long in confined areas together • Take extra precautions when permitting self-serving any items that are food-related • Only make bulk items available if they are individually packaged • Allow individuals to bring their own bags, mugs, or other reusable items from home <p>Waive prescription delivery fees for high-risk individuals</p>	<ul style="list-style-type: none"> • Assign an employee to disinfect carts and baskets after each use • Maximum number of patrons must be such that a 6-foot distance between patrons and employees can be easily maintained (1 person per 100 square feet) • Provide hand sanitizer at checkout counters and entrance/exit • Limit purchase quantities on certain goods selling out quickly; this will help maintain ability to meet needs of patrons and limit crowds and lines • Set an established daily window of time for high-risk individuals to come in without pressure from crowds • Staff may only come closer than 6 feet when accepting payment or delivering goods or services if wearing face covering • One-way aisles to support physical distancing • Discourage bringing kids or strollers into stores when possible to allow as much space as possible in aisles • Consider installing a clear plastic partition between cashier and customer where it is not possible to maintain 6 feet of distance • Deliver products through curbside pick-up or delivery • Make regular announcements to remind customers to follow physical distancing guidelines <p>Specific Guidance for Grocery & Pharmacy</p> <ul style="list-style-type: none"> • Separate order and delivery areas to keep customers from waiting too long in confined areas together • Prevent people from self-serving any items that are food-related; lids for cups provided by staff • Only make bulk items available if they are individually packaged • Do not allow individuals to bring their own bags, mugs, or other reusable items from home • Waive prescription delivery fees 	<ul style="list-style-type: none"> • Assign an employee to disinfect carts and baskets after each use • Maximum number of patrons must be such that a 6-foot distance between patrons and employees can be easily maintained (1 person per 100 square feet) • Provide hand sanitizer at checkout counters and entrance/exit • Limit purchase quantities on certain goods selling out quickly; this will help maintain ability to meet needs of patrons and limit crowds and lines • Set an established window of time for high-risk individuals to come in without pressure from crowds • Staff may only come closer than 6 feet when accepting payment or delivering goods or services if wearing face covering • One-way aisles to support physical distancing • Discourage bringing kids or strollers into stores when possible to allow as much space as possible in aisles • Consider installing a clear plastic partition between cashier and customer where it is not possible to maintain 6 feet of distance • Deliver products through curbside pick-up or delivery • Make regular announcements to remind customers to follow physical distancing guidelines <p>Specific Guidance for Grocery & Pharmacy</p> <ul style="list-style-type: none"> • Separate order and delivery areas to keep customers from waiting too long in confined areas together • Prevent people from self-serving any items that are food-related; lids for cups provided by staff • Only make bulk items available if they are individually packaged • Do not allow individuals to bring their own bags, mugs, or other reusable items from home • Waive prescription delivery fees

Phased Guidelines for the General Public and Businesses to Maximize Public Health and Economic Reactivation

	Normal Risk	Low Risk	Moderate Risk	High Risk
Hospitality, Tourism & Accommodations	<p>Industry open with precautions for staff and guests as outlined in general guidelines</p>	<p>Precautions taken with shared spaces; additional caution is taken with extra sanitation of all areas of the property</p> <ul style="list-style-type: none"> • Staff and guests wear face coverings when interacting within 6 feet of one another • Maintain signage to remind groups to stand at least 6 feet apart • Social distancing maintained in all common areas or meeting rooms • Digital check-in and checkout encouraged • Symptomatic guests should stay in their room and wear a face covering anytime they leave the room • Consider designating one staff member to attend to sick guests • Launder all exposed linens and cleaning supplies separately • Food should be served in a takeout-style (grab and go) manner; no buffet-style dining • Swimming pools, gyms and fitness centers open with frequent cleaning 	<p>Hotels and other accommodations take extreme safety precautions for both staff and guests</p> <ul style="list-style-type: none"> • Staff and guests wear face coverings • Maintain signage to remind groups to stand at least 6 feet apart and avoid congregating in common areas • Social distancing maintained in all common areas or meeting rooms • Digital check-in and checkout encouraged • Consider installing plexiglass partition in areas coming into close contact with guests (e.g. registration, concierge, valet desks) • Symptomatic guests should stay in their room and wear a face covering anytime they leave the room • Consider designating one staff member to attend to sick guests • Discontinue or decrease housekeeping services to prevent transmission between rooms during guest stays • Guest room cleaning should include a complete change of towels, linens, pillows, and guest consumable items while all hard surfaces and high-touch areas are completely disinfected with an EPA-registered chemical disinfectant • When possible, rooms should remain vacant for 48 hours after check-out and prior to cleaning • Launder all exposed linens and cleaning supplies separately • Food should be served in a takeout-style (grab and go) manner; no buffet-style dining • Fitness centers and pools follow gym guidelines on page 13 • Provide guests with their own sanitation solutions or wipes to instill guest confidence (e.g., alcohol wipes for remote controls or shared surfaces) 	<p>Limited operations of this industry. Hotels and other accommodations take extreme safety precautions for both staff and guests</p> <ul style="list-style-type: none"> • Accommodations (hotels, motels, Airbnb, etc.) operate with caution • Staff and guests wear face coverings • Maintain signage to remind groups to stand at least 6 feet apart and avoid congregating in common areas • Gift shops continue to sell food, medicine, or other essential items • Digital check-in and checkout encouraged • Consider installing plexiglass partition in areas coming into close contact with guests (e.g. registration, concierge, valet desks) • Symptomatic guests should stay in their room and wear a face covering anytime they leave the room • Consider designating one staff member to attend to sick guests • Guest room cleaning should include a complete change of towels, linens, pillows, and guest consumable items while all hard surfaces and high-touch areas are completely disinfected with an EPA-registered chemical disinfectant • When possible, rooms should remain vacant for 48 hours after check-out and prior to cleaning • Launder all exposed linens and cleaning supplies separately • Food should be served in a takeout-style (grab and go) manner; no buffet-style dining • Swimming pools, gyms and fitness centers closed • Provide guests with their own sanitation solutions or wipes to instill guest confidence (e.g., alcohol wipes for remote controls or shared surfaces)

Phased Guidelines for the General Public and Businesses to Maximize Public Health and Economic Reactivation

	Normal Risk	Low Risk	Moderate Risk	High Risk
Events & Cultural Entertainment (including Sporting Events, Parades, Concerts, Convention Centers, Theatres, Museums, Zoos, Aquariums, Aviaries, Botanical Gardens)	<p>In-person operation of this industry is allowable for large groups. Mass gatherings follow proper safety procedures and precautions for monitoring symptoms</p>	<p>In-person operation of this industry is allowable under increased cleaning regimen and operational protocols in place to ensure safe distancing restrictions are met</p> <ul style="list-style-type: none"> A 10-foot⁸ distance must be maintained between individual household groups at all times while seated; this may be decreased incrementally based on data & milestone trends For reserved-seating facilities, facility capacity is dependent on ability to block reserved seats (demonstrated on digital seat map) to ensure safe radius Set an established window time for high-risk groups to come in without pressure from crowds and/or separate entrances and queues Limit the number of people in a confined area to enable adequate distancing at all times Maintain signage to remind and help individuals stand at least 6 feet apart when in common areas or while visiting exhibits (e.g. museums, zoos, aquariums, aviaries, botanical gardens) Congregating at any point is not allowed Encourage contactless payment; disinfect between transactions at facility stores/gift shops and comply with other retail recommendations Participants (e.g., players, performers, actors) in events should have their symptoms checked Electronic tickets and playbills encouraged in place of paper <p>Concessions:</p> <ul style="list-style-type: none"> Serving and seating protocols consistent with restaurant guidance Maintain 6-foot distancing for all lines Encourage contactless payment To the extent reasonable, serve grab-and-go food items Any concessions/restaurant seating is compliant with restaurant dine-in recommendations 	<p>In-person operation of this industry is allowable under increased cleaning regimen and operational protocols in place to ensure safe distancing restrictions are met</p> <ul style="list-style-type: none"> A 10-foot⁸ distance must be maintained between individual household groups at all times while seated For reserved-seating facilities, facility capacity is dependent on ability to block reserved seats (demonstrated on digital seat map) to ensure safe radius Set an established window time for high-risk groups to come in without pressure from crowds and/or separate entrances and queues Limit the number of people in a confined area to enable adequate distancing at all times Maintain signage to remind and help individuals stand at least 6 feet apart when in common areas or while visiting exhibits (e.g. museums, zoos, aquariums, aviaries, botanical gardens) Congregating at any point is not allowed Encourage contactless payment; disinfect between transactions at facility stores/gift shops and comply with other retail recommendations Participants (e.g., players, performers, actors) in events should have their symptoms checked Electronic tickets and playbills encouraged in place of paper <p>Concessions:</p> <ul style="list-style-type: none"> Serving and seating protocols consistent with restaurant guidance Maintain 6-foot distancing for all lines Encourage contactless payment To the extent reasonable, serve grab-and-go food items Any concessions/restaurant seating is compliant with restaurant dine-in recommendations 	<p>In-person operation of this industry is allowable under increased cleaning regimen and operational protocols in place to ensure safe distancing restrictions are met</p> <ul style="list-style-type: none"> Spectators encouraged to attend remotely A 10-foot⁸ distance must be maintained between individual household groups at all times while seated For reserved-seating facilities, facility capacity is dependent on ability to block reserved seats (demonstrated on digital seat map) to ensure safe radius Set an established window time for high-risk groups to come in without pressure from crowds and/or separate entrances and queues Limit the number of people in a confined area to enable adequate distancing at all times Maintain signage to remind and help individuals stand at least 6 feet apart when in common areas or while visiting exhibits (e.g. museums, zoos, aquariums, aviaries, botanical gardens) Congregating at any point is not allowed Encourage contactless payment; disinfect between transactions and comply with other retail recommendations Participants (e.g., players, performers, actors) in events should have their symptoms checked Electronic tickets and playbills encouraged in place of paper

⁸ Physical distance between households is increased to 10 feet in this category due to movement, cheering, exertion, and prolonged exposure. Physical distancing requirements will be evaluated for incremental decreases in the yellow phase based on data and milestone trends

Phased Guidelines for the General Public and Businesses to Maximize Public Health and Economic Reactivation

	Normal Risk	Low Risk	Moderate Risk	High Risk
Personal Services	<p>Industry open with strict hygiene regimen and symptom monitoring</p>	<p>Industry open under strict hygiene protocols. Service provider and customer must wear face coverings. Meticulous monitoring of symptoms</p> <ul style="list-style-type: none"> Both service provider and client must wear face coverings Service provider must wear gloves, changing frequently as required by state and local public health law Symptom checking of all staff at the beginning of each shift, with a log that can be made available for inspection by health department Customers must have their symptoms checked before services are rendered No walk-ins allowed; services by appointment only Appointments scheduled with enough time allowed to disinfect all procedure surfaces between services Service provider maintains log of appointments with customer contact information to assist with contact tracing efforts When services are not being directly provided, 6 feet of physical distance must be maintained. This includes in waiting areas and between clients at all times Contactless payment encouraged; financial equipment disinfected after each transaction 	<p>Industry open under strict hygiene protocols. Service provider and customer must wear face coverings. Meticulous monitoring of symptoms</p> <ul style="list-style-type: none"> Both service provider and client must wear face coverings; services that cannot be performed without face coverings must not be rendered (e.g. beard trimming, waxing, piercing services) Service provider must wear gloves, changing frequently as required by state and local public health law Symptom checking of all staff at the beginning of each shift, with a log that can be made available for inspection by health department Customers must have their symptoms checked before services are rendered No walk-ins allowed; services by appointment only Appointments scheduled with enough time allowed to disinfect all procedure surfaces between services Service provider maintains log of appointments with customer contact information to assist with contact tracing efforts When services are not being directly provided, 6 feet of physical distance must be maintained. This includes waiting areas and between clients at all times Contactless payment encouraged; financial equipment disinfected after each transaction 	<p>Extreme limitations of this industry (e.g., barbers, hair stylists, tattoo & body artists, nail salons)</p> <ul style="list-style-type: none"> Business that rely on close human interaction (i.e., barbers, hair stylists, tattoo & body artists, etc.) encouraged not to stay open Symptom checking in all interactions; face coverings worn by both service provider and client
Home Repair	<p>Operates under the General Guidelines for Employers. Increased hygiene</p> <ul style="list-style-type: none"> Same as high-risk column, except that employers do not need to actively monitor symptoms; employees self-report 	<p>Operates under the General Guidelines for Employers. Strict hygiene</p> <ul style="list-style-type: none"> Inquire if homes have symptomatic individuals and exercise caution Monitor symptoms of employees Wash or sanitize hands before and after leaving a home Wear face coverings and gloves, changing between each site Disinfect tools after each site Share estimates, invoices, and other documentation electronically 	<p>Operates under the General Guidelines for Employers. Strict hygiene</p> <ul style="list-style-type: none"> Inquire if homes have symptomatic individuals and exercise caution Monitor symptoms of employees Wash or sanitize hands before and after leaving a home Wear face coverings and gloves, changing between each site Disinfect tools after each site Share estimates, invoices, and other documentation electronically 	<p>Operates under the General Guidelines for Employers. Strict hygiene</p> <ul style="list-style-type: none"> Inquire if homes have symptomatic individuals and exercise caution Monitor symptoms of employees Wash or sanitize hands before and after leaving a home Wear face coverings and gloves, changing between each site Disinfect tools after each site Share estimates, invoices, and other documentation electronically

Phased Guidelines for the General Public and Businesses to Maximize Public Health and Economic Reactivation

	Normal Risk	Low Risk	Moderate Risk	High Risk
Gyms & Fitness Centers	<p>Fitness centers and gyms are open with cleaning guidance</p> <ul style="list-style-type: none"> Space equipment at normal capacity Make cleaning supplies available throughout the establishment and post signs encouraging patrons to clean all equipment 	<p>Fitness centers and gyms are open with some distancing and cleaning guidance</p> <ul style="list-style-type: none"> Employees must go through symptom checking before every shift, including temperature. Log must be kept and available for inspection by health department Employees working within 6 feet of patrons must wear face coverings Limit the number of patrons in the facility at one time 1 person per 100 square feet Space or close equipment so patrons maintain 10⁹ feet of distance at all times Pools limited to 50% pool capacity, one swimmer per lane, congregating on the pool deck is not allowed Make cleaning supplies available throughout the establishment and post signs encouraging patrons to clean all equipment 	<p>Recommended closure of fitness centers and gyms; if open, fitness centers and gyms should follow strict distancing and cleaning guidance</p> <ul style="list-style-type: none"> Employees must go through symptom checking before every shift, including temperature. Log must be kept and available for inspection by health department Employees must wear face coverings; patrons encouraged to wear face coverings whenever possible Limit the number of patrons in the facility at one time 1 person per 100 square feet Space or close off equipment so patrons maintain 10 feet⁹ of distance at all times No team or group activities Staff must disinfect all equipment after each use No sign-in sheets, touchpads, or touch surfaces required for entry High-risk individuals discouraged from using facilities at this time Pools limited to 50% pool capacity, one swimmer per lane, congregating on the pool deck is not allowed 	<p>Fitness centers and gyms are closed</p>
Construction, General Contractors & Manufacturing	<p>Operates under the General Guidelines for Employers</p>	<p>Operates under the General Guidelines for Employers. Strict hygiene</p> <ul style="list-style-type: none"> Ensure nobody with symptoms enters a job site Provide additional hand washing stations; wash or sanitize hands before and after leaving a site Wear face coverings and gloves Clean and disinfect project sites, including high-touch surfaces and tools frequently Share estimates, invoices, and other documentation electronically 	<p>Operates under the General Guidelines for Employers. Strict hygiene and reduced group interactions</p> <ul style="list-style-type: none"> Ensure nobody with symptoms enters a job site Provide additional hand washing stations; wash or sanitize hands before and after leaving a site Wear face coverings and gloves Clean and disinfect project sites, including high-touch surfaces and tools frequently Share estimates, invoices, and other documentation electronically 	<p>Operates under the General Guidelines for Employers. Strict hygiene and reduced group interactions</p> <ul style="list-style-type: none"> Ensure nobody with symptoms enters a job site Provide additional hand washing stations; wash or sanitize hands before and after leaving a site Wear face coverings and gloves Clean and disinfect project sites, including high-touch surfaces and tools frequently Share estimates, invoices, and other documentation electronically

⁹ Physical distance increased to 10 feet in this category to account for movement, exertion, and prolonged exposure. Physical distancing requirements will be evaluated for incremental decreases in the yellow phase based on data and milestone trends

Phased Guidelines for the General Public and Businesses to Maximize Public Health and Economic Reactivation

	Normal Risk	Low Risk	Moderate Risk	High Risk
Day Care	<p>Enhanced cleaning and distancing protocols. No symptomatic children</p> <ul style="list-style-type: none"> Enhanced cleaning and disinfecting, Don't use toys that can't be cleaned Children and staff should stay home if they're sick 	<p>Enhanced cleaning and distancing protocols. No symptomatic children</p> <ul style="list-style-type: none"> Enhanced cleaning and disinfecting Limit mixing the groups of children (keep in separate rooms, allow on the playground at different times) Don't use toys that can't be washed and disinfected All individuals must wash hands with soap and running water upon arrival Children and staff should stay home if they're sick Children and staff get their temperature checked at the facility If there is a confirmed case, facility must be closed and alert local health department All high-touch surfaces should be cleaned and disinfected regularly 	<p>Enhanced cleaning and distancing protocols. No symptomatic children</p> <ul style="list-style-type: none"> Enhanced cleaning and disinfecting Encourage children to be 6 feet apart as much as possible Groups must be restricted to groups of 20 unless a wall can physically separate each group Limit mixing the groups of children (keep in separate rooms, allow on the playground at different times) Curbside drop off and pick up All individuals must wash hands with soap and running water upon arrival Don't use toys that can't be washed and disinfected Children and staff should stay home if they're sick Children and staff get their temperature checked at the facility If there is a confirmed case, facility must be closed and alert local health department All high-touch surfaces should be cleaned and disinfected after each use (e.g., toys, keyboards, desks, remote controls) 	<p>Enhanced cleaning and distancing protocols. No symptomatic children</p> <ul style="list-style-type: none"> Enhanced cleaning and disinfecting Encourage children to be 6 feet apart as much as possible Groups must be restricted to groups of 10 unless a wall can physically separate each group Limit mixing the groups of children (keep in separate rooms, allow on the playground at different times) Curbside drop off and pick up All individuals must wash hands with soap and running water upon arrival Don't use toys that can't be washed and disinfected Children and staff should stay home if they're sick Children and staff get their temperature checked at the facility If there is a confirmed case, facility must be closed and alert local health department All high-touch surfaces should be cleaned and disinfected after each use (e.g., toys, keyboards, desks, remote controls)

Phased Guidelines for the General Public and Businesses to Maximize Public Health and Economic Reactivation

Healthcare-Specific Guidelines

	Normal Risk	Low Risk	Moderate Risk	High Risk
Intensity of Disruption	1 2 3 4 5 6 7 8 9 10	1 2 3 4 5 6 7 8 9 10	1 2 3 4 5 6 7 8 9 10	1 2 3 4 5 6 7 8 9 10
Hospital Setting	Allow ambulatory surgery according to protocols developed by the Utah Hospital Association in consultation with the Utah Department of Health	Allow ambulatory surgery according to protocols developed by the Utah Hospital Association in consultation with the Utah Department of Health	Allow ambulatory surgery according to protocols developed by the Utah Hospital Association in consultation with the Utah Department of Health	Allow ambulatory surgery according to protocols developed by the Utah Hospital Association in consultation with the Utah Department of Health
Non-hospital Setting, Including Dentistry	Routine care resumed	<p>Practices reopened with additional precautions taken by healthcare providers, based on availability of resources</p> <ul style="list-style-type: none"> Consider availability of resources (access to PPE, supplies, equipment, medicine) Patients encouraged to wear masks when they go to their healthcare provider Ensure 6-foot physical distance of all patients at all times No congregating in waiting rooms; if possible, patients should wait outside or in their car and be escorted directly to a treatment room with minimal social interaction All children’s play areas, toys, magazines, and similar items removed from waiting rooms Screen patients upon entering the office with a questionnaire asking about symptoms, travel, and any sicknesses in the home Take patient temperature to screen for fever Only one adult may accompany each child; strongly encourage to wait outside the exam room if aerosols will be generated during treatment Plexiglass barrier installed, face shields, or masks appropriate to setting provided to front desk personnel Appropriate PPE should be worn when taking care of non-COVID-19 patients Appropriate protocols, by setting, should be put in place for using appropriate PPE for PUI, screened positive, and COVID-19 patients 	<p>Practices reopened with additional precautions taken by healthcare providers, based on availability of resources</p> <ul style="list-style-type: none"> Consider availability of resources (access to PPE, supplies, equipment, medicine) Patients encouraged to wear masks when they go to their healthcare provider Ensure 6-foot physical distance of all patients at all times No congregating in waiting rooms; if possible, patients should wait outside or in their car and be escorted directly to a treatment room with minimal social interaction All children’s play areas, toys, magazines, and similar items removed from waiting rooms Screen patients upon entering the office with a questionnaire asking about symptoms, travel, and any sicknesses in the home Take patient temperature to screen for fever Only one adult may accompany each child; strongly encourage to wait outside the exam room if aerosols will be generated during treatment Plexiglass barrier installed, face shields, or masks appropriate to setting provided to front desk personnel Appropriate PPE should be worn when taking care of non-COVID-19 patients Appropriate protocols, by setting, should be put in place for using appropriate PPE for PUI, screened positive, and COVID-19 patients 	<p>Practices reopened with additional precautions taken by healthcare providers, based on availability of resources</p> <ul style="list-style-type: none"> Consider availability of resources (access to PPE, supplies, equipment, medicine) Patients encouraged to wear masks when they go to their healthcare provider Ensure 6-foot physical distance of all patients at all times No congregating in waiting rooms; if possible, patients should wait outside or in their car and be escorted directly to a treatment room with minimal social interaction All children’s play areas, toys, magazines, and similar items removed from waiting rooms Screen patients upon entering the office with a questionnaire asking about symptoms, travel, and any sicknesses in the home Take patient temperature to screen for fever Only one adult may accompany each child; strongly encourage to wait outside the exam room if aerosols will be generated during treatment Plexiglass barrier installed, face shields, or masks appropriate to setting provided to front desk personnel Appropriate PPE should be worn when taking care of non-COVID-19 patients Appropriate protocols, by setting, should be put in place for using appropriate PPE for PUI, screened positive, and COVID-19 patients

Phased Guidelines for the General Public and Businesses to Maximize Public Health and Economic Reactivation

Normal Risk	Low Risk	Moderate Risk	High Risk
	<ul style="list-style-type: none"> • Personal clothing should be changed when leaving care setting based on risk posed by patient care being provided • Gowns or shoe coverings are not necessary, but would provide added protection • Face shields or goggles that seal around the eyes must be worn when performing any treatment that creates an aerosol • Maintain appointment log with patient contact information to assist with contact tracing efforts (EMR system is sufficient) • All universal precautions strictly maintained 	<ul style="list-style-type: none"> • Personal clothing should be changed when leaving care setting based on risk posed by patient care being provided • Gowns or shoe coverings are not necessary, but would provide added protection • Face shields or goggles that seal around the eyes must be worn when performing any treatment that creates an aerosol • Maintain appointment log with patient contact information to assist with contact tracing efforts (EMR system is sufficient) • All universal precautions strictly maintained 	<ul style="list-style-type: none"> • Personal clothing should be changed when leaving care setting based on risk posed by patient care being provided • Gowns or shoe coverings are not necessary, but would provide added protection • Face shields or goggles that seal around the eyes must be worn when performing any treatment that creates an aerosol • Maintain appointment log with patient contact information to assist with contact tracing efforts (EMR system is sufficient) • All universal precautions strictly maintained

General Guidelines for Employers

Best Practices for Employers

- Those who are, or work with, high-risk populations, should undergo daily screening/symptom monitoring, and be tested if they begin to experience COVID-19 symptoms. High-risk populations should take extra precautions to avoid close contact with multiple people
- Use online conferencing, email, or telephone in place of in-person meetings, even when people are in the same building
- Employees and customers should not congregate in groups; if your business involves a waiting area, customers should wait outside or in their cars
- Encourage contactless pay options if possible; otherwise immediately disinfect transaction equipment
- Make regular announcements to remind employees and customers to follow distancing guidelines. Use floor markings to mark appropriate physical distance (6 or 10 feet) where appropriate
- Encourage digital files rather than paper formats (e.g. documentation, invoices, inspections, forms, agendas)
- Consider what reserve supplies may be necessary to obtain (e.g., cleaning supplies, gloves or other protective equipment)
- Consider the possibility of interruptions to water or power that might force closure
- Establish and maintain open dialogue with local communities, including key vendors and suppliers, exploring contingencies and sharing appropriate decisions about foodservice, transportation, and other services
- Identify a workplace coordinator who will be responsible for COVID-19 issues and their impact in the workplace
- If relevant, update emergency communication plan with key contacts and backups, chain of communications, and processes for tracking and communicating; share the response plan with employees and communicate expectations
- Ensure every employee's contact information and emergency contact details are up to date; ensure a plan is in place to reach employees quickly
- Educate workforce about the threat of the COVID-19 pandemic, what the business is doing, and what they should do to protect themselves and their families
- Prepare for absenteeism—not only sick employees will stay home; others may need to care for the sick or children if schools close; those employees should notify their supervisors
- Provide signage at each public entrance to inform all employees and customers that they should:
 - Avoid entering if they fever, cough, muscle aches and pains, sudden changes in smell or taste, sore throat, shortness of breath, or feel generally unwell
 - Maintain a minimum 6-foot distance (10-foot distance in gyms, fitness centers, or large event/entertainment spaces due to prolonged exposure, increased movement, exertion, heavier breathing, cheering)
 - Sneeze/cough into cloth, tissue, elbow or sleeve (not hands)
 - Avoid hand shaking or unnecessary physical contact
 - Wear face coverings

Cleaning & Hygiene Guidelines for Employers

- Promote etiquette for coughing, sneezing, and handwashing; avoid touching face, especially eyes, nose, and mouth; place posters that encourage hand and respiratory hygiene
- Face coverings should be worn by employees and patrons, especially when difficult or impossible to maintain 6-foot distance
- Ensure adequate air circulation and post tips on how to stop the spread of germs
- When possible, discourage sharing of work tools and equipment
- Avoid handshaking
- Make a list of high-touch surfaces requiring routine disinfecting and perform routine environmental cleaning (e.g., elevator buttons, workstations, countertops, handrails, doorknobs, breakrooms, bathrooms, common areas), either twice a day or after each use. Keep a logbook of cleaning regimen. Those cleaning should:
 - Wear gloves
 - Prior to disinfecting, clean surfaces with soap and water if soiled
 - Use EPA-approved disinfectant, industrial cleaner, diluted bleach, or alcohol solutions
- Provide disposable disinfecting wipes for employee use on high-touch surfaces; provide no-touch trash bins
- Laundry: wear gloves, use warmest appropriate water setting, dry items completely, do not shake dirty laundry, launder items that have come in contact with COVID-19 separately
- Make hand sanitizer, soap and water, or effective disinfectant readily available. Provide pop-up handwashing stations or facilities where necessary (e.g. open houses, construction sites)
- Personal Protection Equipment (PPE) should not be shared and should be disposed of properly
- After using gloves, employees should wash their hands

Employers Monitoring Symptoms

- Employees who are sick or who appear to have COVID-19 symptoms should be separated from other employees/customers immediately and sent home; immediately clean and disinfect areas the sick employee visited
- Train managers/leadership to spot symptoms of COVID-19 and to be clear on relevant protocols
- Monitor employee symptoms, especially fever. If employees take simple medications such as acetaminophen, ibuprofen, or aspirin, they should take temperature beforehand
- Do not allow employees to come to work if they feel sick; create or maintain non-punitive leave policies so employees do not feel pressured to come to work if they are sick. Remind employees to report any illness to a manager, especially if sick with fever, cough, muscle aches and pains, sudden changes in smell or taste, sore throat, and/or shortness of breath
- If an employee is confirmed COVID-19 positive, employers should inform fellow employees while maintaining confidentiality; fellow employees should self-monitor for symptoms for 14 days

Appendix: Guidelines for Dine-in Restaurants Open in Orange/Moderate

Operational Practice

- Limit tables to groups of 6, preferably members of the same household
- Must maintain 6 feet between parties at all times. Either move tables or mark off tables not to be used
- In waiting areas, a 6-foot distance must be maintained between parties, whether indoor or outdoor
- Maintain signage to remind individuals from separate parties to stand at least 6 feet apart; waiting area has floor markers to indicate proper spacing
- Hosts preferably open doors for customers and guide them to their seats to prevent traffic or congregating; hand sanitizer available at door
- Upon entry, hosts point guests to signage that includes the following information:
 - Outlines symptoms¹⁰ and encourages that if the patron, or someone they live with, has experienced COVID-19 symptoms, to please order takeout instead
 - Recommendation for high-risk individuals¹¹ to order takeout/delivery instead of dining in for the protection of that individual
- Manager checks each employee for symptoms before every shift with temperatures taken and asks if any member of the employee's household has tested positive for COVID-19 in the past 14 days. Log must be kept and available for inspection by the local health officer
- Staff must wear face coverings at all times and perform hand hygiene between interactions with each table
- Cups, lids, napkins and straws must be handed directly to customers by staff
- Do not place utensils on table until patron is seated
- 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 payment options and food/containers
- Staff avoid touching items that have been placed on the table (menus, plates, utensils, pens, cups, etc.). The table will be cleared by a dedicated staff member once all guests have left
- Dedicated staff member sanitizes the area occupied by customers upon departure including tables, menus, pens, salt and pepper shakers, etc. Consider use of disposable items if necessary
- The restaurant may not operate if PPE, EPA-approved disinfectants and sanitizers, soap, and other necessary cleaning supplies are not available; sanitizer is effective against COVID-19. Chlorine (bleach) at 100-200 ppm is recommended
- Hand sanitizer must be available immediately adjacent to bathrooms
- Close restaurant for cleaning and disinfecting in the morning, afternoon, and evening. Cleaning and disinfecting includes all tables, chairs, door handles, floors, bathrooms, and any high-touch surfaces
- Buffet and self-serve restaurants will provide utensils, cups, plates and other service items only from the counter where food is ordered. None of these items will be accessible to the public. Buffet style restaurants will provide servers who will serve the meals from buffet to limit exposure. Patrons will not be allowed within 6 feet of the food serving area
- Stagger workstations so employees are not facing one another and are 6 feet apart
- To-go boxes, pizza boxes, paper cups, and any other paper product that touches food must be treated as food
- Staff must use gloves when handling ready-to-eat foods (including ice). Gloves are not required when handling foods that have yet to be cooked
- Playgrounds in restaurants remain closed

¹⁰ Symptoms include fever, cough, muscle aches and pains, sudden changes in smell or taste, sore throat, shortness of breath

¹¹ High-risk individual" includes 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)