



Business Resource Guide for Reopening



Back To Business

A Message from Debbie Fromdahl, RACC President & CEO

Everyone at the chamber is so happy to see many of our local businesses reopening under Phases I and II. And, we are grateful for the patience and understanding we know Douglas County citizens will exhibit as our businesses adjust to and implement new guidelines for their operations. We hope this one-stop guide will provide you with the information and resources your business or organization needs to navigate through the phased reopening process. Additionally, we hope that our “Chamber News” email blasts and dedicated COVID-19 resource section on our website have been helpful to you during these unprecedented times.

Your chamber continued to maintain office hours throughout the COVID-19 pandemic, even though the information/visitor floor was temporarily closed to the public. On Monday, June 1, the information floor was reopened and we have greeted visitors and local residents daily. The chamber has taken necessary precautions and established guidelines to protect visitors and employees at the Roseburg Area Chamber of Commerce and Visitor Center. The information floor is open Monday through Friday, 9:30 a.m. to Noon and 1:00 p.m. to 4:30 p.m.

We get inquires every day about what businesses are open and about the days and hours of operation for those businesses. **Help us promote you!** Shoot us an email at info@roseburgareachamber.org and let us know if you’re open and what days and hours so we can tell your potential customers and clients!

The following pages will assist you in finding a pathway to successfully and safely reopening. As time goes on there will be updates and changes and we will continue to provide you with updated resources on the Chamber’s website, www.roseburgchamber.com through broadcast emails and social media announcements.

Disclaimer

Please be advised that some or all of the information contained in this document may not be applicable to some businesses or places of work and may not include all information necessary for certain business and places of work. This document does not attempt to address any health, safety and other workplace requirements in place prior to the age of COVID-19. As COVID circumstances continue to evolve, so will the public health and safety recommendations and requirements, and as a result this document may not include all current governmental or health expert requirements and recommendations. We strongly advise that before implementing any of the practices and procedures contained herein, you carefully evaluate all and consult with your own legal counsel and other advisors regarding legality, applicability and potential efficacy of this information in your place of business and to determine what if any other recommendations or requirements may apply to your business.



**ROSEBURG
AREA** Chamber of
Commerce
& Visitor Center

Table of contents:

General Guidance for Employers	3
Gatherings	5
Gyms & Fitness Facilities	7
Indoor/Outdoor Recreation	10
Personal Services	16
Recreational Sport Guidance	21
Restaurants/Bars/Breweries/Wine	25
Retail	30
Summer Camps & Childcare	32
Swimming Pools/Spas/Sports Courts	37
Transit Agencies	41
Venues & Event Operators	42
Zoos/Museums/Gardens	46
Additional Resources	49

General Guidance for Employers

General considerations for your workplace:

- Comply with any of the Governor's Executive Orders that are in effect.
- Know the signs and symptoms of COVID-19 and what to do if employees develop symptoms at the workplace.
- Understand how COVID-19 is transmitted from one person to another—namely, through coughing, sneezing, talking, touching, or via objects touched by someone with the virus.
- Make health and safety a priority by implementing safeguards to protect employees and the public.
- Determine which safeguards are recommended or are required based on the Federal and state guidelines, including sector-specific guidance.
- Reduce unnecessary close physical contact (a physical distance of less than (6) six feet between people). Identify positions appropriate for telework or partial telework, including consideration of telework for employees who are at higher risk for severe COVID-19 complications due to underlying medical conditions identified by the CDC.
- Stagger or rotate work schedules or shifts at worksites to ensure employees are able to sufficiently maintain physical distancing.
- Consider modifying employee schedules and travel.
- Limit non-essential work travel.
- Be aware of protected leave requirements and plan ahead for any anticipated workforce adjustments.

Preparing the physical space:

- Implement workplace safeguards as feasible or when required.
- Implement physical distancing measures consistent with the Governor's Executive Orders and state guidance.
- Increase physical space between workers. This may include modifications such as markings on the floor demonstrating appropriate spacing or installing plexiglass shields, tables, or other barriers to block airborne particles and maintain distances.
- Review and follow any sector-specific guidance issued by the state that recommends or requires specific physical distancing measures.
- Restrict the use of any shared items or equipment and require disinfection of equipment between uses. Reinforce that meticulous hand hygiene (frequent and proper hand washing) is of utmost importance for all employees.
- Ensure that soap and water or alcohol-based (60-95%) hand sanitizer is provided in the workplace.
- Consider staging additional hand washing facilities and hand sanitizer for employees (and customer use, if applicable) in and around the workplace.
- Regularly disinfect commonly touched surfaces (workstations, keyboards, telephones, handrails, doorknobs, etc.), as well as high traffic areas and perform other environmental cleanings.
- Consider upgrades to facilities that may reduce exposure to the corona virus, such as no-touch faucets and hand dryers, increasing fresh air ventilation and filtration or disinfection of re-circulated air, etc.
- Consider touchless payment methods when possible and if needed.
- Post Maximum Occupancy Signs visible to the public, [Sign Template](#).

General Guidance for Employers

Employee and health insurance:

Be aware of federal and state protected leave and paid leave laws (if applicable) and requirements for health insurance coverage:

- Advise employees to stay home and notify their employer when sick.
- Review and comply with any applicable requirements for maintaining employee health insurance coverage.
- Healthcare provider documentation is generally not required to qualify under federal and state leave laws due to COVID-19 related circumstances or to return to work.
- Review and comply with any applicable required federal and state leave law protections for employees who are unable to work due to COVID-19 related circumstances.
- Determine whether your business can extend paid or unpaid leave and if feasible adopt a temporary flexible time off policy to accommodate circumstances where federal or state law does not provide for protected or paid leave.
- Develop an action plan consistent with federal and state guidance if an employee develops symptoms while in the workplace, tests positive for COVID-19 or is determined to be presumptively positive by a public health authority.

Downsizing and layoffs

- If downsizing or other workforce adjustment measures are necessary, adhere to applicable state and federal requirements regarding notice of layoffs and recalls for affected workers.
- Determine whether alternatives to layoff may be feasible such as furloughs or reduced schedules.
- Refer employees to resources including filing for unemployment benefits and community services.
- Create a plan for recalling employees back to work.

Other resources to consider:

Centers for Disease Control: Cleaning & Disinfection Decision Tool

<https://roseburgchamber.com/wp-content/uploads/2020/05/CURRENT-NEWS-CDC-Cleaning-Disinfection-Decision-Tool.pdf>

Centers for Disease Control: Reopening America Guidance

<https://roseburgchamber.com/wp-content/uploads/2020/05/CURRENT-NEWS-CDC-Reopening-America-Guidance.pdf>

OSHA3990: Guidance on Preparing Workplaces for COVID-19

<https://roseburgchamber.com/wp-content/uploads/2020/03/CURRENT-NEWS-OSHA3990-Guidance-on-Preparing-Workplaces-for-COVID-19-1.pdf>

Oregon Health Authority: General Guidance for Employers

<https://sharedsystems.dhsosha.state.or.us/DHSForms/Served/le2342C.pdf>

Gatherings - Phase II

Gathering capacity:

Gathering Capacity Limit:

- (a) Except as described in (b) the gathering size limit is:
 1. (A) maximum of 50 people indoors
 2. (A) maximum of 100 people outdoors
 3. (B) The gathering size limit for [Venues, Restaurants & Bars](#), [Indoor & Outdoor Entertainment Facilities](#), and [Fitness Related Organizations](#) is:
 4. (A) maximum of 250 people or the number of people, including staff, based on a determination of capacity (square footage/occupancy as specified below), whichever is less.

To the extent possible operators of gatherings should:

- Consider outdoor gatherings when possible.
- Encourage people to stay home if they have COVID-19 symptoms and/or if they are at risk for severe complications (over age 65 or have underlying medical conditions).
- Encourage guests to practice good hand hygiene with frequent hand-washing for at least 20 seconds or use hand sanitizer (60-95% alcohol content).
- Encourage guests to cover coughs/sneezes with elbow or tissue. If a guest uses a tissue, they should immediately discard the tissue in garbage and wash their hands.
- Encourage guests to avoid touching their face.
- Encourage guests to use cloth, paper or disposable face coverings. As Oregon is reopening and restrictions are being lifted on businesses and public spaces, it may be difficult to ensure that people can stay six (6) feet apart at all times. Please review [Mask & Face Covering Guidance for Business, Transit and Public](#).
- Ensure that ventilation systems operate properly for indoor gatherings. Increase air circulation as much as possible by opening windows and doors, using fans, or employing other methods.

Distancing and occupancy:

Operators of gatherings are required to:

- Determine maximum occupancy of each indoor and outdoor area to maintain the requirement of at least six (6) feet of physical distance between parties, and limit number of individuals on the premises accordingly. Use 35 square feet per person as a guide to determine maximum occupancy.
- Maintain physical distancing of at least six (6) feet between people, except that members of the same party can participate in activities, stand in line together and do not have to stay six (6) feet apart. A distance of at least six (6) feet must be maintained between parties.
- Determine seating and or configuration to comply with all physical distancing requirements. If providing food and beverage at the venue, determine seating and configuration of the food and beverage area using the Restaurant and Bar guidance.
- Assign a physical distancing monitor to ensure compliance with all distancing requirements, including at entrances, exits, restrooms and any other area where people may congregate.
- Do not combine parties or allow shared seating for individuals not in the same party.

Gatherings - Phase II

Distancing and occupancy: (continued)

- Remove or restrict seating or standing areas to facilitate the requirement of at least six (6) feet of physical distance between parties.
- Prohibit people in different parties from congregating in any area of the facility, both indoor and outdoor, including in parking lots.
- Configure outdoor space to ensure that parties contain no more than 10 people. For example: do not set tables for more than 10 people at a table or configure concert seating in groups of more than 10 seats.

To the extent possible, operators of gatherings are encouraged to:

- Limit activities such as singing, playing instruments and exertion (heavy breathing) around others indoors as this increases the risk of spreading COVID-19 among groups. It is recommended that these activities take place outdoors, if possible and that physical distancing requirements be maintained or increased.

Cleaning and disinfection:

Operators of gatherings are required to:

- Thoroughly clean all areas of gathering space prior to reopening after extended closure.
- Thoroughly clean the gathering space between events according to the cleaning and disinfection requirements.
- Use disinfectants that are included on the Environmental Protection Agency (EPA) approved list for the coronavirus SARS-CoV-2 virus. No product will be labeled for COVID-19 yet, but many products will have a label or information available on their websites about their effectiveness for human coronavirus.
- Assign a sanitation attendant or attendants to frequently clean and disinfect work areas, high-traffic areas, and commonly touched surfaces in areas accessed by workers and attendees/participants.
- Assign a sanitation attendant or attendants to clean restrooms hourly during the event, and ensure adequate sanitary supplies (e.g., soap, toilet paper, 60-95% alcohol-content hand sanitizer) during all events.

Additional guidance for operators of gatherings:

Operators of gatherings are required to:

- Review and implement the Oregon General Guidance for Employers on COVID-19.
- Comply with any applicable Phase 2 OHA sector guidance.
- Post clear signs listing COVID-19 symptoms, directing employees and attendees/participants with symptoms to stay or return home, and listing who to contact if they need assistance.

Other resources to consider:

Signs you can post

<https://govstatus.egov.com/OR-OHA-COVID-19#collapseOHAGuidance>

CDC's Guidance for Administrators in Parks and Recreational Facilities

<https://www.cdc.gov/coronavirus/2019-ncov/community/parks-rec/park-administrators.html>

Gyms & Fitness Facilities - Phase I

Distancing and occupancy:

Fitness-related organizations include but are not limited to gyms, fitness centers, personal training, dance studios, and martial arts centers:

- Limit the number of individuals in the facility and focus on maintaining at least six (6) feet of physical distance between people. Each facility should use its total square footage to determine the maximum number of occupants for the entire facility.
- Determine the maximum occupancy for different areas of the gym (e.g., classrooms, weight room, gymnasium, locker room) and limit admittance accordingly.
- Limit fitness class size to maximum occupancy of the room (as long as it ensures six (6) feet of separation).
- Consider holding fitness activities or classes outdoors if it can be done safely, when it does not violate any local ordinances, and when participants and instructors can maintain six feet of physical distance. Limit exercise equipment stations to those located at least six (6) feet apart. If equipment cannot be moved to facilitate physical distancing, it must be blocked from being used.
- Prohibit contact sports that involve participants coming into bodily contact, close quarters (less than six (6) feet apart), or using shared equipment (e.g., basketball, squash, racquetball, taekwondo, karate, wrestling, mixed martial arts).
- Only allow gymnasiums to be used for non-contact sports or individual skills development not requiring contact with other people.
- For one-to-one personal training, maintain six (6) feet of physical distance between trainer and client. If close contact within six (6) feet is unavoidable, it is strongly recommended that the client wear a face covering and the time during which close contact occurs is minimized. Trainer and client should thoroughly wash hands with soap and warm water or use hand sanitizer (60-95% alcohol content) immediately before and after appointment.

Operations:

- Review and implement Mask and Face Covering Guidance for Business, Transit and the Public.
- Ensure all facilities and equipment are safe to operate and are in good condition after the extended closure. Maintenance and operations manuals and standard operating procedures should guide this work.
- Close water fountains, except for those designed to refill water bottles in a contact-free manner.
- Close showers for use. Locker room sinks and toilets may remain open for use but limit the number of people who use the facilities at any one time to ensure that a distance of six (6) feet can be maintained.
- Keep saunas, steam rooms and whirlpool spas closed.
- Keep pools closed to recreational swim activities, swimming lessons, and all other aquatic activities.
- Keep drop-in childcare closed.
- Refer to and apply Guidance for School Aged Summertime Day Camps for any children and youth programs.
- Post clear signs listing COVID-19 symptoms, asking employees and clients with symptoms to stay home, and listing who to contact if they need assistance.

Gyms & Fitness Facilities - Phase I

Operations: (continued)

- Use signs to encourage physical distancing throughout facility, including but not limited to reception areas, eating areas, locker rooms, and near popular equipment.
- Position staff to monitor physical distancing and disinfecting requirements. Ensure that ventilation systems operate properly. Increase air circulation as much as possible by opening windows and doors, using fans, or other methods. Do not open windows and doors if doing so poses a safety risk to employees, children, or customers.
- Establish one-way traffic flow, where possible, for equipment circuits, tracks, etc. Use signs to direct one-way flow of traffic.
- Provide hand washing stations or hand sanitizer (60-95% alcohol content) throughout the facility for use by employees and clients.
- Refer to Restaurant Sector Guidance for information about food handling and distribution as applicable to each fitness facility.
- Review and implement General Employer Guidance, as applicable.

To the extent possible, fitness-related organizations should, but are not required to:

- Encourage clients to wear cloth, paper, or disposable face coverings.
- Consider placing clear plastic or glass barriers in front of reception counters, or in other places where maintaining six (6) feet of physical distance between employees and clients is more difficult. Consider having gym time by appointment to limit number of people in the facility. Encourage use during non-peak times as determined and publicized by facility management.
- Consider offering virtual fitness classes, especially for persons at higher risk for severe COVID-19 complications such as people over 60 or with underlying medical conditions.
- Encourage one-way flow with marked entrances and exits, but do not block egress for fire exits. Use signs to direct one-way flow of traffic.
- Strongly encourage clients to bring their own filled water bottles with them to the facility.

Cleaning and disinfection:

- Thoroughly clean all areas of fitness-related organization prior to reopening after extended closure.
- Use disinfectants that are included on the Environmental Protection Agency (EPA) approved list¹ for the SARS-CoV-2 virus that causes COVID-19. No product will be labeled for COVID-19 yet, but many will have human coronavirus efficacy either on the label or available on their website.
- Require employees or facility guests to wipe down all equipment (e.g., balls, weights, machines, etc.) immediately before and after each use with a disinfectant provided by the gym that is included on the EPA-approved products for the SARS-CoV-2 virus that causes COVID-19. A solution of 70%-95% alcohol content also works.
- Frequently clean and disinfect work areas, high-traffic areas, and commonly touched surfaces in areas accessed by workers and public.
- Thoroughly clean restrooms at least twice daily and ensure adequate sanitary supplies (e.g., soap, toilet paper, 60-95% alcohol content hand sanitizer) throughout the day.

To the extent possible, fitness-related organizations should, but are not required to:

Gyms & Fitness Facilities - Phase I

Cleaning and disinfection: (continued)

- Strongly encourage clients to wash hands with soap and water for 20 seconds and/or use hand sanitizer (60-95% alcohol content) immediately before and after gym session as well as several times during the session.
- Flush water pipes weekly while the building is vacant and prior to resuming normal building use. Stagnant water in pipes can create conditions that favor the growth and spread of Legionella and other harmful bacteria (see [Guidance for Reopening Building Water Systems after Prolonged Shutdown](#)).

Frequently asked questions:

Q: What do martial arts studios have to do to reopen?

A: Martial arts studios can open under this guidance as long as programs are changed to prohibit bodily contact such as grappling and wrestling. Disinfect pads and equipment between each use and frequently clean and disinfect work areas, high-traffic areas, and commonly touched surfaces in areas used by workers and public. In addition, classes must be limited to a size that ensures at least six (6) feet of separation between all people in the room.

Q: What are the regulations for pools, including lifeguard training, water fitness classes and swim lessons?

A: Swimming pools must remain closed to all activities and may not re-open, even in Phase One.

Q: Are organizations offering partner dancing subject to OHA guidance for Fitness-related Organizations?

A: Yes.

Q: Are tennis courts located inside fitness-related organizations allowed to open?

A: Fitness-related organizations must prohibit contact sports that involve participants coming into bodily contact, close quarters (fewer than six (6) feet apart), or using shared equipment (e.g., basketball, squash, racquetball, taekwondo, karate, wrestling, mixed martial arts). If a tennis court is being used by one person at a time so that shared equipment is not used, or if equipment is not being shared while multiple people are using the tennis court and physical distancing is maintained, that is allowed. Members of the same household may play together.

Q: How can gyms change check-in procedures to eliminate contact?

A: Here are some methods that will help reduce contact between staff and customers:

- Use plexiglass or other barrier to separate staff from clients.
- Move electronic payment or membership card reader away from front desk staff.
- Provide alcohol-based hand-sanitizer (60- 95%) at front doors or front desk.

Q: Do group fitness instructors have to wear face coverings?

A: Yes, group fitness instructors must wear masks, face shields, or face coverings, unless an accommodation for people with disabilities or other exemption applies. Masks, face shields, or face coverings must be provided for employees of fitness-related organizations. We also recommend that fitness facilities encourage clients to wear cloth, paper, or disposable face coverings.

Indoor/Outdoor Recreation Facilities - Phase II

Operators of indoor and outdoor entertainment facilities:

This guidance is for both indoor and outdoor facilities. All indoor and outdoor entertainment facilities should operate under this guidance unless otherwise directed under other OHA guidance. These facilities are limited to activities for parties consisting of 10 people or fewer. Do not combine parties/guests at shared seating situations who have not chosen to congregate together. Interactive museums are not permitted to open or operate at this time.

Operators of indoor and outdoor entertainment facilities are required to:

- Limit the gathering capacity to a maximum of 250 people or the number of people, including staff, based on a determination of capacity (square footage/occupancy as specified below), whichever is less. Ensure compliance with the OHA Guidance for Gatherings for Phase 2.
- Ensure all facilities are ready to operate and that all equipment is in good condition, according to any applicable maintenance and operations manuals and standard operating procedures.
- Review and implement General Guidance for Employers.

Physical distancing measures:

- Determine maximum occupancy of each indoor and outdoor recreational area to maintain the requirement of at least six (6) feet of physical distance between parties, and limit number of individuals on the premises accordingly.
- Ensure that physical distancing of at least six (6) feet between people of different parties is maintained. Make clear that members of the same party can participate in activities together, stand in line together, etc. and do not have to stay six (6) feet apart.
- Set-up seating and/or game configuration to comply with all physical distancing requirements.
- Do not combine parties or allow shared seating for individuals not in the same party.
- Remove or restrict seating/consoles/lanes etc. to support the requirement of at least six (6) feet of physical distance between people not in the same party.
- Prohibit people in different parties from congregating in any area of the facility, both indoor and outdoor, including in parking lots.
- Prohibit operation and use of all play areas/ball pits/playgrounds.
- Prohibit contact sports.
- Do not operate, if unable to maintain at least six (6) feet of distance as required by this guidance, except for brief interactions or if unable to comply with all other requirements in this guidance. The requirement to close applies to both indoor and outdoor operations for entities that have both.

Employees:

- Train all employees on cleaning operations (see below) and best hygiene practices including washing their hands often with soap and water for at least 20 seconds.

Indoor/Outdoor Recreation Facilities - Phase II

Employees: (continued)

- Require all employees to wear a mask, face shield, or cloth, paper or disposable face covering, unless an accommodation for people with disabilities or other exemption applies in accordance with Mask and Face Covering Guidance for Business, Transit and the Public. Employers must provide masks, face shields, or face coverings for employees.
- Review and use Mask and Face Covering Guidance for Business, Transit and the Public.

Cleaning and disinfection:

- Employees must clean and sanitize work areas, high-traffic areas, and commonly touched surfaces in both customer and employee areas in indoor and outdoor facilities. Use disinfectants that are included on the Environmental Protection Agency (EPA) approved list for the SARS-CoV-2 virus that causes COVID-19. No product will be labeled for COVID-19 yet, but many products will have a label or information available on their websites about their effectiveness for human coronavirus.
- Thoroughly clean restroom facilities at least twice daily and, to the extent possible, ensure adequate sanitary supplies (soap, toilet paper, hand sanitizer) throughout the day. Restroom facilities that cannot be cleaned twice daily should be kept closed or a sign should be posted stating that the restroom is unable to be cleaned twice daily.
- Employees must clean and disinfect ALL games, balls, shared equipment and any other commonly touched gaming devices or tools between use.

Signage:

- Post clear signs listing COVID-19 symptoms, asking employees, volunteers and visitors with symptoms to stay home and who to contact if they need assistance.
- Use clear signs to encourage physical distancing.

Additional requirements:

- Keep areas that are prone to attracting crowds (including but not limited to playgrounds, indoor play structures and drop-off play structures) closed.
- Keep drop-in childcare closed.
- Limit parties to 10 people or fewer. Do not combine parties/guests in shared seating who have not chosen to congregate together. People in the same party seated at the same table do not have to be six (6) feet apart.
- Prohibit parties (a group of 10 or fewer people that arrived at the site together) from congregating in parking lots and other common areas for periods longer than reasonable to retrieve/return gear and enter/exit vehicles.
- Follow the Phase Two Restaurants/Bars/Breweries/Tasting Rooms/Distilleries Guidance, if serving food and/or beverage.

Indoor/Outdoor Recreation Facilities - Phase II

Additional requirements: (continued)

- Keep common areas, such as picnic tables, day-use shelters, and buildings open to the public, arranged so at least six (6) feet of physical distance between parties (chairs, benches, tables) is maintained. Post clear signs to reinforce physical distancing requirements between visitors of different parties.
- End all facility activities by 10 p.m.
- Follow the Retail Stores Guidance if operating a retail store on the premises.

To the extent possible, operators of indoor and outdoor recreational facility should, but are not required to:

Additional Physical Distancing Measures

- Encourage reservations or advise people to call in advance to confirm facility capacity. Consider a phone reservation system that allows people to wait in cars and enter facility only when a phone call or text indicates space is available.
- Assign a designated greeter or host to manage visitor flow and monitor physical distancing while waiting in line, ordering, and during entering and exiting. Do not block access to fire exits.
- Position staff to monitor physical distancing requirements, so that parties are no larger than 10 people, and to help visitors understand these requirements.
- Assign staff to monitor visitor access to common areas such as restrooms so that visitors do not congregate.
- Route foot traffic in a one-way direction to minimize close contact between visitors. Post signs for one-way walking routes to attractions, if feasible.
- Limit the number of staff who serve or interact with each party.
- Encourage visitors to recreate with their own household members rather than with those in their extended social circles.
- Encourage visitors to recreate safely and avoid traveling to or recreating in areas where it is difficult to maintain at least six (6) feet from others not in their household.
- Place clear plastic or glass barriers in front of cashiers or visitor center counters, or in other places where maintaining six (6) feet of physical distance between employees, volunteers and visitors is more difficult.

Outdoor facilities:

- Consider closing every other parking spot to facilitate at least six (6) feet of physical distance between parties.
- Encourage visitors to bring their own food, water bottles and hygiene supplies (including hand sanitizer).
- Encourage visitors to take their trash with them when they leave.

Outdoor Recreation - Phase I

What to do:

- Prior to reopening after extended closure, ensure all parks and facilities are ready to operate and that all equipment is in good condition, according to any applicable maintenance and operations manuals and standard operating procedures.
- Prohibit parties (a group of 10 or fewer people that arrived at the site together) from congregating in parking lots for periods longer than reasonable to retrieve/return gear and enter/exit vehicles.
- Reinforce the importance of maintaining at least six (6) feet of physical distance between parties (a group of 10 or fewer people that arrived at the site together) on hiking trails, beaches and boat ramps through signs and education.
- Keep day-use areas that are prone to attracting crowds closed (including but not limited to playgrounds, picnic shelters/structures, water parks and pools, and sports courts for contact sports like basketball).
- Prohibit contact sports.
- Thoroughly clean restroom facilities at least twice daily and, to the extent possible, ensure adequate sanitary supplies (soap, toilet paper, hand sanitizer) throughout the day. Restroom facilities that cannot be cleaned twice daily should be kept closed or a sign should be posted stating that the restroom is unable to be cleaned twice daily.
- Frequently clean and disinfect work areas, high-traffic areas, and commonly touched surfaces in both public and non-public areas of parks and facilities.
- Post clear signs (available at healthoregon.org/coronavirus) listing COVID-19 symptoms, asking employees, volunteers and visitors with symptoms to stay home and who to contact if they need assistance. Keep any common areas such as picnic tables not in shelters/structures, day-use shelters, and buildings open to the public arranged so there is at least six (6) feet of physical distance between parties (chairs, benches, tables). Post clear signs to reinforce physical distancing requirements between visitors of different parties.
- Review and implement Mask and Face Covering Guidance for Business, Transit and the Public.

Best practices: (not required)

- Consider closing alternating parking spots to facilitate at least six (6) feet of physical distance between parties.
- Consider opening loop trails in a one-way direction to minimize close contact between hikers. Designate one-way walking routes to attractions if feasible.
- Encourage the public to visit parks and recreation areas during off-peak use times as defined and publicized by park or recreation area management.
- Encourage the public to visit parks and recreation areas close to home, avoid overnight trips and minimize travel outside their immediate area for recreation. Especially caution the public to not travel outside of their home area if they live in an area with a high number of reported COVID-19 cases to prevent asymptomatic COVID-19 positive individuals from inadvertently bringing the virus into an area with many fewer cases.
- Consider opening private, municipal, county and federal campgrounds as long as physical distancing requirements can be maintained. Oregon State Parks may make a separate determination on opening state campgrounds depending on readiness, ability to maintain physical distancing requirements and consultation with the Governor.

Outdoor Recreation - Phase I

Best practices: (not required continued)

- Consider opening skate parks as long as physical distancing requirements can be maintained. Encourage visitors to bring their own food, water bottles and hygiene supplies (including hand sanitizer), as well as to take their trash with them when they leave.
- Encourage the public to recreate with their own household members rather than with those in their extended social circles.
- Encourage the public to recreate safely and avoid traveling to or recreating in areas where it is difficult to maintain at least six (6) feet from others not in their party.
- Position staff to monitor physical distancing requirements, ensure groups are no larger than 10 people, and provide education and encouragement to visitors to support adherence.
- Provide hand washing stations or hand sanitizer in common areas such as picnic areas, day-use shelters, and buildings open to the public.
- Consider placing clear plastic or glass barriers in front of cashiers or visitor center counters, or in other places where maintaining six (6) feet of physical distance between employees, volunteers and visitors is more difficult.
- Review and implement General Guidance for Employers, as applicable.

Other resources to consider:

CDC Guidance for Parks & Recreation Facilities

<https://www.cdc.gov/coronavirus/2019-ncov/community/parks-rec/park-administrators.html>

City of Roseburg Parks & Recreation

<http://www.cityofroseburg.org/departments/parks-and-recreation>

Douglas County Parks Department

<http://www.co.douglas.or.us/parks/>

Umpqua National Forest

<https://www.fs.usda.gov/umpqua>

Bureau of Land Management

<https://www.blm.gov/>

Outdoor Recreation - Phase II

Additions/amendments to phase I - Operations:

- Encourage physical distancing of at least six (6) feet between people from different households at outdoor playgrounds, including splash pads.
- Encourage hand washing for use in and around the outdoor playground, including splash pads. Hand sanitizer is effective on clean hands. Outdoor recreation organizations may make hand sanitizer (60-95% alcohol content) available to people using the outdoor playgrounds.
- Close sandboxes as they are not allowed at this time.
- Follow the Phase 2 Recreational Sports guidance, if applicable.

Guidance for outdoor overnight camps:

Overnight family camps may provide services to families or adults living in the same household.

- Individual lodging units or camp shelters must be limited to a single-family household.

Overnight youth camps may provide services to youth if individual lodging units or camp shelters are provided.

Overnight camps are required to:

- Follow Oregon General Employer Guidance regarding cleaning and hygiene practices.
- Follow the Guidance for School Aged Summertime Day Camps for:
 1. Health screening protocols and communicable disease management plans.
 2. Cohorting practices for any on-site day camp activities for children attending with their parents or legal guardians.
 3. Family activities, including cohorting and physical distancing requirements when participating in camp activities.
- Families may voluntarily form a stable cohort or single party of no more than 10 people when participating in activities and dining. Cohorts or single parties should maintain six (6) feet of physical distance between each other.
- Follow Phase 2 Gatherings guidance and Phase 2 Venue and Event Operators guidance, as applicable.
- Follow the Swimming Pools guidance for a Phase 2 county with on-site pools.
- Follow the Restaurant and Bar guidance, for Phase 1 or Phase 2, if providing meals. The guidance followed is based on the county where overnight camping is happening.
 1. Stable cohorts or single parties of no more than 10 may eat “family style” within their own cohort or party. Multiple cohorts or parties are not allowed to dine together.

Personal Services - Phase I

Client screening:

Providers are required to:

- Contact client prior to appointment and ask:
 1. Have you had a new or worsening cough?
 2. Have you had a fever?
 3. Have you had shortness of breath?
 4. Have you been in close contact with anyone with these symptoms or anyone who has been diagnosed with COVID-19 in the past 14 days?
- Reschedule an appointment if client answers “yes” to any of the questions above until client’s symptoms (cough, fever and shortness of breath) have been resolved, and fever has been resolved without medication for at least 72 hours, or at least 14 days after contact with a person sick with cough, fever, or diagnosed COVID-19.
- Review information about how COVID-19 is spread from one person to another: namely, through coughing, sneezing, touching, or via objects touched by someone with the virus.
- Record client contact information, date and time of appointment and provider for each client. If there is a positive COVID-19 case associated with the business, public health may need the business to provide this information for a contact tracing investigation. Unless otherwise required, this information may be destroyed after 60 days from the appointment.

To the extent possible, providers should, but are not required to:

- Consider using touchless infrared thermometers to check temperature of each client who enters the business.
- Explain to any client who has a temperature above 100.3 degrees Fahrenheit that services cannot be provided, and the appointment will be rescheduled until at least 72 hours after fever and other symptoms have resolved without medication. If the client must wait for a ride home, provide a space where the client may self-isolate away from employees and other clients.

Operations:

Providers are required to:

- Immediately send home any employee with COVID-19 like symptoms (cough, fever, shortness of breath, etc.) and not allow the employee to return to work until at least 72 hours after fever and other symptoms have resolved without medication.
- Adhere to the requirements outlined in this guidance, as well as all applicable statutes and administrative rules to which the provider is normally subject.
- Determine, in cooperation with business management as necessary, the maximum occupancy of the business to maintain at least six (6) feet of physical distancing between clients and limit admittance accordingly.
- Limit the overall number of providers and clients in the business (including waiting areas) at any one time and focus on maintaining at least six (6) feet of physical distance between people in the facility except when required to provide services such as massage, haircuts, etc.
- Have clients wait in their car or outside to be contacted when the provider is ready for the appointment.

Personal Services - Phase I

Operations: (continued)

- Limit visits to scheduled appointments. Provide curbside pick-up arranged ahead of time for product purchases outside of scheduled service appointments.
- Assign one provider per client throughout the encounter.
- Ensure at least six (6) feet of physical distance between pairs of provider/clients. If necessary, use limited number of stations and stagger shifts to adhere to physical distance requirements. Maintain at least six (6) feet of distance between provider and client unless providing service that requires provider to be within six (6) feet of client.
- Post clear signs listing COVID-19 symptoms, asking employees and clients with symptoms to stay home, and who to contact if they need assistance.
- Remove all unnecessary items such as magazines, newspapers, service menus, and any other unnecessary items such as paper products, snacks, and beverages.
- Provide training, educational materials (available at healthoregon.org/coronavirus), and reinforcement on proper sanitation, hand-washing, cough and sneeze etiquette, and using other protective equipment and measures to all employees.
- Ensure break-rooms are thoroughly cleaned and disinfected and that employees do not congregate in them.
- Thoroughly clean restroom facilities at least once daily and ensure adequate sanitary supplies (soap, toilet paper, hand sanitizer) throughout the day.
- Review and implement General Guidance for Employers, as applicable.

To the extent possible, providers should, but are not required to:

- Consider using plastic covers for cloth-covered seating because they cannot be properly cleaned and disinfected.
- Consider discontinuing use of paper appointment books or cards and replace with electronic options.
- Limit the exchange of cash, and wash hands thoroughly after each transaction. Credit/debit it/debit transactions or other electronic means of payment are preferred, using touch/swipe/no signature technology.

Personal protection measures:

Providers are required to:

- Review and implement Mask and Face Covering Guidance for Business, Transit and the Public.
- Drape each client in a clean cape, if applicable, for the service. Businesses may consider using disposable capes for one-time use.
- Wear a clean smock with each client. Businesses may consider using disposable smocks/gowns for one-time use.
- Wash hands with soapy, warm water, for a minimum of 20 seconds between each client service.
- Request that clients wash hands with soapy, warm water, for a minimum of 20 seconds prior to receiving service.
- Wash hands after using the telephone, computer, cash register and/or credit card machine, and wipe these surfaces between each use.

Personal Services - Phase I

Personal protection measures: (continued)

- Ensure all sinks in the workplace have soap and paper towels available.
- Post handwashing signs in restrooms.

To the extent possible, providers should, but are not required to:

- Consider using touchless infrared thermometers to check temperature of each employee before their shift begins. Immediately send home any employee who has a temperature above 100.3 degrees Fahrenheit and do not allow the employee to return to work until at least 72 hours after fever and other symptoms have resolved without medication.
- Wear medical grade masks when providing services that require close contact (within 6 feet), such as in the case of a haircut, massage or pedicure.
- Wear face shields in addition to a face covering for face-to-face services, such as mustache trims and brow waxing.
- Provide employees medical grade masks and face shields if provider is requiring their use for certain services. 4 OHA 2342F (5/17/2020)
- Allow clients wearing face coverings to remove the covering for certain services; for example, a client does not need to wear a face covering when face-down on a massage table. Some services, such as mustache or beard trims, may require the cloth, paper or disposable face covering to be temporarily removed.
- Wear disposable gloves when providing client services and change gloves between each client.
- Ask clients to wash their own hair prior to arriving for their appointment.
- Avoid face-to-face contact within six (6) feet of clients.
- Change into clean clothes between clients if providing services that require extended close client contact such as massage therapy and tattoo artistry.
- Change into clean clothes before leaving the business each day.

Cleaning and disinfection:

Providers are required to:

- Thoroughly clean and disinfect all areas of business prior to reopening after extended closure. Disinfect all surfaces, tools, and linens, even if they were cleaned before the business was closed.
- Use disinfectants that are Environmental Protection Agency (EPA)-registered and labeled as bactericidal, viricidal and fungicidal. No product will be labeled for COVID-19 yet, but many will have human coronavirus efficacy either on the label or available on their website. The EPA has a list of disinfectant products that meet EPA criteria for use against the virus that causes COVID-19. If in doubt of the product's effectiveness, check the EPA website.
- Mix and change disinfectant for immersion of tools daily and replace sooner if it becomes contaminated throughout the workday. Disinfectant only works on a clean surface, so clean all surfaces and tools with hot soapy water, other appropriate cleaner or cleaning wipes (if using wipes, be sure to cover surface thoroughly) before disinfecting.

Personal Services - Phase I

Cleaning and disinfection: (continued)

- Observe contact time on the label so disinfectant will work. Contact time refers to how long the disinfectant is visibly wet on the surface, allowing it to thoroughly destroy pathogens. Typical contact time for immersion/ sprays is ten (10) minutes, for disinfectant wipes, time is two (2) to four (4) minutes.
- Clean and disinfect all workstation and treatment room surfaces, including countertops, cabinets and door-knobs, chairs, head rests and arm rests. Clean and disinfect all reusable tools and store in airtight container. Clean and disinfect all appliances (including cords), shears, clippers, clipper guards, clippers, rollers, combs, brushes, rolling carts and any other items used to provide client services.
- Check to make sure all products at workstations, such as lotions, creams, waxes, scrubs, and any other similar supplies have always been in a closed container. If not, discard and replace. Remove and discard any products that could have been contaminated by unsanitary use and replace with new product. 5 OHA 2342F (5/17/2020)
- Clean and disinfect hard non-porous surfaces, glass, metal and plastic, including work areas, high-traffic areas, and commonly touched surfaces in both public and employee only areas of the business.
- Only use porous/soft surfaces (such as cardboard files, buffers, drill bits, etc.) once and then discard because they cannot be disinfected.
- Launder all linens, blankets, towels, drapes, and smocks in hot soapy water and dry completely at the warmest temperature allowed. Store in an airtight cabinet after each client use. Store all used/dirty linens in an airtight container.
- Clean and disinfect all linen hampers and trash containers and only use a container that can be closed and use with liners that can be removed and discarded.
- Clean and disinfect all retail areas at least daily, including products. Try to keep clients from touching products that they do not plan to purchase.
- Provide hand sanitizer and tissues for employees and clients, if available.
- Clean and disinfect ALL restroom surfaces including floors, sinks, and toilet bowls. Store paper products in a closed cabinet and provide hand soap. Place trashcan by the door. Remove anything that does not have to be in the restrooms.
- Clean and disinfect all bowls, hoses, spray nozzles, foist handles, shampoo chairs and arm rests between each use. Wipe down all back-bar products and shelves. Discard and replace any products that have not been stored in a closed container prior to reopening after extended closure.
- Empty all wax pots and disinfect before refilling them with new wax prior to reopening after extended closure. Purchase new single-use applicators that can be disposed of in an airtight trash can. The airtight trash can must have a lid and be lined with a disposable plastic bag.

To the extent possible, providers should, but are not required to:

- Provide hand sanitizer at all work locations for employees and clients.

Frequently asked questions:

Q: The personal services guidance states that providers must “wear a clean smock with each client.” What specifications are required for the smock (long sleeve, short sleeve, length, etc.)?

A. OHA does not require smocks meet certain specifications.

Personal Services - Phase I

Frequently asked questions: (continued)

Q: Does the wax pot have to be cleaned out and new wax used with each client?

A: No. The wax does not need to be replaced between clients if only new, clean applicators are dipped into the wax. However, wax pots must be completely emptied, and the pot thoroughly cleaned prior to reopening after an extended closure. Once cleaned after the extended closure, only clean, single-use applicators may be dipped into the wax. Once an applicator has been used, it cannot be reused even on the same client. If a used applicator is dipped into the wax, the wax pot must be emptied and thoroughly cleaned. Applicators must be disposed in an airtight trash can. The airtight trash can must have a lid and be lined with a disposable plastic bag.

Q: How should a personal services facility using a shared product bar (with several different providers or clients using the same products) protect against cross contamination?

A: Clean and disinfect all reusable tools and store in an airtight container. If the product is a squeeze bottle, the bottle should be wiped down after each use. Single-use tools can be used to protect against cross contamination.

Q: Does the personal services guidance apply to massage therapists and their clients?

A: Yes, the personal services guidance applies to non-medical massage therapy services.

Q: If the client in the salon is a child, is a parent or guardian allowed to come in and wait with them?

A: Yes. However, the parent or guardian must stay at least six (6) feet away from the provider and other clients at all times.

Q: Do the guidelines for personal services apply to a personal trainer in a gym? Would independent contractors/ personal trainers also need to adhere to these personal services guidelines?

A: No, personal services guidance does not apply to personal trainers in a gym. See requirements for fitness-related organizations.

Q: Are tattoo and piercing parlors subject to the personal services provider guidance?

A: Yes, the personal services guidance applies to tattoo parlors and piercing parlors.

Additional FAQ's can be found here: <https://sharedsystems.dhsoha.state.or.us/DHSForms/Served/le2390a.pdf>

Additional resources to consider:

Oregon State Board of Massage Therapists

<https://www.oregon.gov/obmt/Pages/index.aspx>

Oregon State Board of Cosmetology

<https://www.oregon.gov/oha/ph/hlo/pages/board-cosmetology.aspx>

Associated Nail Professionals

<https://www.nailprofessional.com/>

Recreational Sport Guidance - Phase II

Overview:

This guidance applies to counties approved for Phase 2. This guidance applies to recreational sports practice, training and play for specified sports. Sports that involve participants coming into bodily contact are prohibited at this time.

The risk of transmitting the COVID-19 virus depends on a number of factors including:

- 1) Number of people in a location
- 2) Type of location (indoor versus outdoor)
- 3) Distance between people
- 4) Length of time at location
- 5) Level of protective equipment used (e.g. face coverings)

As general guidance, smaller groups are safer than larger; outdoor locations are safer than indoor; sports that can ensure distance of six (6) feet or more are safer than closer contact; and shorter duration is safer than longer. For most sports activities, this guidance assumes that use of face coverings while playing is not feasible, although they should be worn by players and spectators while on the side lines. Recreational sports directors and coaches need to consider all these factors as they plan to return to play.

General requirements:

Leagues, coaches and trainers are required to:

- Review and follow the Oregon General Guidance for Employers on COVID-19 and OHA Reopening Guidance for the Public.
- Prohibit staff and players who have any COVID-19 like symptoms (fever, cough, shortness of breath, diarrhea) from entering the premises or sporting location.
- Discourage any person, including players, at risk for severe illness or with serious underlying medical or respiratory conditions from attending any sporting activities. If a player/participant displays symptoms of COVID-19, a staff member should ask them to leave the premises, provide the individual with a face covering, face shield or mask, and help the individual minimize their contact with others before leaving the facility. Immediately disinfect all areas used by the sick patron.
- Close water fountains, except for those designed to refill water bottles without contact between the bottle and fountain. Encourage players to bring prefilled water bottles.
- Wear a mask, face shield, or face covering, when not actively participating in the sport unless an accommodation for people with disabilities or other exemption applies. The face covering is meant to protect other people in case you are infected. People can spread COVID-19 to others even if they do not feel sick. Refer to the Mask and Face Covering Guidance for Business, Transit and the Public for more information.
- Ensure facility ventilation systems operate properly. Increase air circulation as much as possible by opening windows and doors, using fans, or other methods. Do not open windows and doors if doing so poses a safety risk to staff, spectators or players.

Recreational Sport Guidance - Phase II

General requirements: (continued)

- Communicate all policies and facilities information to players/participants, parents, guardians, and caregivers prior to resuming or beginning the season.

Cleaning and disinfection:

Leagues, coaches and trainers are required to:

- Frequently clean and disinfect shared equipment. This includes, but not limited to, equipment such as bats and rackets. Use disinfectants that are included on the Environmental Protection Agency (EPA) approved list for the SARS-CoV-2 virus that causes COVID-19.
- Require employees to practice healthy hygiene including washing their hands frequently and covering their sneezes and coughs. Wash hands often with soap and water for at least 20 seconds, especially after touching shared objects or blowing your nose, coughing, or sneezing. Avoid touching your eyes, nose, and mouth.
- If soap and water are not readily available, use a hand sanitizer that contains 60-95% alcohol content. Cover all surfaces of your hands and rub them together until they are dry.
- Encourage players to bring their own hand sanitizer for personal use. Leagues are encouraged to provide handwashing stations and/or hand sanitizer.
- Frequently clean and disinfect high-traffic areas, and commonly touched surfaces in areas accessed by staff, players and spectators.
- Ensure restrooms are cleaned and disinfected prior to and after any league activity.

To the extent possible, leagues, coaches and trainers should:

- Assign a designated monitor to make sure players/participants keep six (6) feet of physical distance, including at entrances, exits, restrooms and any other area where people may gather.
- Use a “one-in-one-out” policy, where only one individual is permitted within the restroom at one time.

Distancing and occupancy:

Leagues, coaches and trainers are required to:

- Ensure compliance with the OHA Guidance for Gatherings for Phase 2.
- Maintain physical distancing of at least six (6) feet per person. A mask, face shield, or face covering should be used in addition to physical distancing.
- Develop a plan to limit the number of spectators (e.g. parents) admitted into the premises so that everyone can keep six (6) feet of physical distance.
- Encourage everyone at the sports facility, including all players, coaches, volunteers, independent contractors, and spectators, to keep physical distance of at least six (6) feet from individuals not residing within their household, especially in common areas. For situations when players are engaging in the sports activity, see guidance below for more information.
- Assign designated areas for managers and coaches, when not practicing/playing, to ensure physical distancing is maintained.

Recreational Sport Guidance - Phase II

Training and playing:

To the extent possible, leagues, coaches and trainers should:

- Take steps so that there is only contact among participants/players needed to play the game. This includes refraining from handshakes, high fives, fist/elbow bumps, chest bumps and group celebrations.
- Space out player equipment to prevent players coming into direct contact with one another.
- Encourage players to use only their own equipment when feasible. Avoid or minimize equipment sharing, when feasible.
 1. Some critical equipment may not be available to each player. When it is necessary to share critical or limited equipment, all surfaces of each piece of shared equipment must be cleaned and disinfected frequently, as appropriate for the sport (e.g. between players, sets, periods, or games). Use disinfectants that are included on the Environmental Protection Agency (EPA) approved list for the SARS-CoV-2 virus that causes COVID-19. No product will be labeled for COVID19 yet, but many products will have a label or information available on their websites about their effectiveness for human coronavirus.
 2. Clean all equipment that directly contacts the head, face and hands with extra attention and detail.
- Encourage players or their family members to clean and disinfect equipment after each use, where feasible.
- Allow only trainers, coaches and players to attend practices to ensure physical distancing and prevent people from gathering.
- Train or play outside if it can be done safely, when it does not violate any local ordinances. Schedule enough time between practices and games so all people from a previous practice can leave the premises before the next group enters. This minimizes gathering at entrances, exits and restrooms.
- Require people to enter the premises through a designated entrance and exit through a designated exit. Do not block fire exits. Use signs to direct one-way flow of traffic. Consider scheduling and staggering arrival times to the premises to minimize large numbers of individuals arriving and exiting at the same time.
- Stay outside of the premises (e.g. in vehicles) until scheduled practice or play time. This allows people to leave the premises before entering and minimizes gathering. Encourage players and players' families to do the same.
- For additional guidance on pools, see the Specific Guidance on Licensed Swimming, Licensed Spa Pools and Sports Courts.

Frequently asked questions:

Q: What is considered a “contact sport”? What sports can be played with additional safety measures?

A: A contact sport is a sport that involves participants coming into bodily contact. Full contact sports are prohibited at this time. Minimal or medium contact sports are allowed. Specified minimal or medium contact sports are listed in the Reopening Guidance Tool: Archery, Badminton, Baseball, Cycling, Golf, Gymnastics, Lacrosse, Licensed pools, Pickleball, Running, Soccer, Softball, Sport courts, Swim Lessons, Swimming, Table Tennis, Tennis, Track & Field, Volleyball.

Recreational Sport Guidance - Phase II

Frequently asked questions: (continued)

Q: If a complex has four fields, is training or playing allowed on each field simultaneously?

A: Yes, but only if groups at each field maintain required physical distancing and adhere to maximum capacity requirements. For outdoor recreational sports, the maximum capacity is 100 people.

Q: Are school fields and facilities available for use even if schools are closed?

A: Local schools and school districts determine how and when school facilities can be used by the public. Contact the school district for information about the availability of school facilities.

Q: Can sports teams travel to games/tournaments either within Oregon or to other states?

A: OHA guidance does not prohibit travel, however, non-essential travel should be limited in accordance with the Governor's Executive Order 20-27.

Q: During Phase Two, are sports tournaments allowed?

A: Yes. Tournament organizers must comply with Phase Two OHA Guidance for Gatherings and Phase Two Reopening Guidance for Venue and Event Operators. Event organizers must develop a plan to limit the number of spectators (e.g. parents) admitted into the premises so that everyone can keep six (6) feet of physical distance.

Q: Some sports require brief contact multiple times during the game and it's impossible for six (6) feet of distance to be maintained during these contacts. Are these allowed in Phase Two?

A: Yes. Minimal and medium contact sports are allowed in Phase Two. Sports leagues, coaches and trainers should take steps to ensure that there is only contact among participants/players needed to play the game.

Q: For sports like softball or baseball where the ball is touched many times, how often does OHA recommend the game ball be wiped down with a disinfectant?

A: Shared equipment must be cleaned and disinfected frequently, as appropriate for the sport (e.g. between players, sets, periods, or games). Use disinfectants that are included on the Environmental Protection Agency (EPA) approved list for the SARS-CoV-2 virus that causes COVID-19.

Q: Are players required to wear a face covering and gloves?

A: OHA assumes that the use of face coverings while playing is not feasible. However, face coverings should be worn by players and spectators while on the side lines. Players are not required to wear gloves.

Q: What guidance should be used for high school sports practice this summer?

A: For practice in counties in Phase Two, refer to Phase Two Reopening Guidance – Recreational Sports, Limited Return to Play for Specified Sports.

Additional FAQ's can be found here: <https://sharedsystems.dhsoha.state.or.us/DHSForms/Served/le2390g.pdf>

Restaurants/ Bars/ Breweries/ Wine Tasting Rooms - Phase I

Distancing and occupancy:

Businesses must:

- Determine maximum occupancy to maintain physical distancing requirements and limit number of customers on premises accordingly.
- Ensure tables are spaced at least six (6) feet apart so that at least six (6) feet between parties is maintained, including when customers approach or leave tables.
 1. Businesses will need to determine seating configuration to comply with these physical distancing requirements.
 2. Remove or restrict seating to facilitate the requirement of at least six (6) feet of physical distance between people not in the same party.
 3. If booth seating is back-to-back, only use every other booth.
- Limit parties to 10 people or fewer. Do not combine parties/guests at shared seating situations who have not chosen to congregate together. People in the same party seated at the same table do not have to be six (6) feet apart.
- If a business is unable to maintain at least six (6) feet of distance, except for brief interactions (for example, to deliver food to a table), it may operate only as pick up/to go service. This applies to both indoor and outdoor seating.

Employees:

Businesses must:

- Minimize employee bare-hand contact with food through use of utensils.
- Reinforce that meticulous hand hygiene (frequent and proper hand washing) is of utmost importance for all employees, including chefs, line cooks and wait staff.
- Have employees wear gloves when performing cleaning, sanitizing, or disinfecting activities. Please note that for non-cleaning activities, non-Oregon Department of Agriculture (ODA) licensed facility employees are not required to wear gloves. Wearing gloves for activities that might overlap with food handling can foster cross-contamination. If businesses choose to have employees use gloves, they must provide non-latex gloves and employees must prevent cross-contamination by replacing gloves after touching faces or changing tasks (e.g., food preparation versus taking out garbage).
- Review and implement Mask and Face Covering Guidance for Business, Transit and the Public.

Additional requirements for facilities licensed by the ODA:

- No bare-hand contact with food is permitted per their licensing requirements.

Restaurants/ Bars/ Breweries/ Wine Tasting Rooms - Phase I

Operations:

Businesses must:

- Adhere to guidance outlined in this document, as well as all applicable statutes and administrative rules to which the business is normally subject.
- End all on-site consumption of food and drinks, including alcoholic beverages by 10:00 p.m.
- Prohibit customer self-service operations, including buffets, salad bars, soda machines and growler refilling stations.
- Disinfect customer-contact surfaces at tables between each customer/dining party including seats, tables, menus, condiment containers and all other touch points.
- Provide condiments, such as salt and pepper, ketchup, hot sauce and sugar, in single service packets or from a single-service container. If that is not possible, condiment containers should not be pre-set on the table and must be disinfected between each customer or dining party. Disinfection must be done in a way that does not contaminate the food product. For example, do not use a spray device on a saltshaker.
- Not pre-set tables with tableware (napkins, utensils, glassware).
- Prohibit counter and bar seating unless the counter faces a window or wall and at least six (6) feet of distance is maintained between parties. This applies to all facilities including bars, breweries and tasting rooms. Counter and bar ordering are acceptable if the operation finds that this decreases worker exposure. The counter ordering approach requires that food and alcohol are taken to a table that meets distancing requirements for consumption and at least six (6) feet of physical distance is maintained among customers and employees during the ordering process. Ensure customers/parties remain at least six (6) feet apart when ordering.
 1. Signs should be posted as necessary to ensure that customers meet the requirements of this guidance.
 2. Mark designated spots on the floor where customers will wait in line.
- Frequently disinfect all common areas and touch points, including payment devices.
- Use menus that are single-use, cleanable between customers (laminated), online, or posted on a whiteboard or something similar in order to avoid multiple contact points.
- Prohibit use of karaoke machines, pool tables, and bowling.
- For use of juke box and coin-operated arcade machines, the same protocols should be followed as outlined for Video Lottery Terminals below. 3 OHA 2342B (5/17/2020)

To the extent possible, businesses should, but are not required to:

- Assign a designated greeter or host to manage customer flow and monitor distancing while waiting in line, ordering, and during the entering and exiting process. Do not block egress for fire exits.
- Limit the number of staff who serve individual parties. Consider assigning the same employee to each party for entire experience (service, bussing of tables, payment). An employee may be assigned to multiple parties but must wash hands thoroughly or use hand sanitizer (60-95% alcohol content) when moving between parties.
- Assign employee(s) to monitor customer access to common areas such as restrooms to ensure that customers do not congregate.

Restaurants/Bars/Breweries/Wine Tasting Rooms - Phase I

Operations: (continued)

- Encourage reservations or advise people to call in advance to confirm seating/serving capacity. Consider a phone reservation system that allows people to queue or wait in cars and enter only when a phone call, text, or restaurant-provided “buzzer” device, indicates that a table is ready.
- Consider providing hand-washing facilities for customer use in and around the business. Hand sanitizer is effective on clean hands; businesses may make hand sanitizer (at least 60-95% alcohol content) available to customers. Hand sanitizer must not replace hand washing by employees.
- Post clear signs listing COVID-19 symptoms, asking employees and customers with symptoms to stay home, and listing who to contact if they need assistance.

Video lottery terminal operations:

Businesses must:

- Place VLTs at least six (6) feet apart, if there is space to do so. If VLTs cannot be spaced at least six (6) feet apart, the Oregon Lottery may turn off VLTs in order to maintain required physical distance between operating machines and players.
- Require individuals to request VLT access from an employee before playing; an employee must then clean and disinfect the machine to allow play. A business must not allow access to VLTs or change VLTs without requesting access from an employee.
- Consider a player at a VLT machine the same as a customer seated for table service.
- Limit one player at or around a VLT.
- Note: Oregon Lottery will not turn on VLTs until the agency is satisfied that all conditions have been met.
- Review and implement General Guidance for Employers, as applicable.

Frequently asked questions:

Q: Can tables be pre-set? Would pre-setting tables reduce additional exposure opportunities for employees and customers?

A: No. Tables cannot be pre-set and left to sit without patrons. If an employee wants to pre-set a table immediately prior to seating a party, particularly if this minimizes interaction between staff and customers, that is an acceptable practice.

Q: Why is there a curfew of 10:00pm and what is this based on? Can tables finish eating at 10:00pm or does everyone have to be out at 10:00pm?

A: All restaurants must end all on-site consumption of food and drink by 10 p.m. These businesses must be closed to the public at that time except for the purposes of take-out service. The last seating should occur early enough to ensure compliance. The restaurant will determine how to comply based on its service model.

Restaurants/ Bars/ Breweries/ Wine Tasting Rooms - Phase I

Frequently asked questions: (continued)

Q: Do we clean with bleach or peroxide solution? Does it need to be stronger in certain places? How often, with what product and when should we clean?

A: Cleaning food contact surfaces in the kitchen and “back of house” should be done in accordance with the [Food Sanitation Rules OAR 333-150-0000](#). For “front of house” areas, the U.S. Environmental Protection Agency has pre-approved certain products that are effective against similar viruses to COVID-19. All disinfectant products that meet this standard are located [here](#).

Q: Will my dishwasher, when run on its usual cycle, kill the COVID-19 virus?

A: Yes, dishwashers that meet the current standards in food code by using chlorine or a high temperature at 160°F at the dish rack are effective in killing viruses.

Q: Are people required to be seated for on-site food and beverage consumption?

A: Counter service is permitted for the purposes of ordering and/or picking up food. Seating for consumption is strongly preferred to help ensure adherence to the six (6) feet of distancing requirement.

Q: Restaurants are required to discontinue onsite service of food and alcohol at 10 pm, but when are they allowed to open?

A: Restaurants and bars should open the next day based on regularly scheduled opening business hours. Restaurants should not attempt to get around the 10:00 pm required closure by re-opening at midnight.

Q: Can senior centers reopen for food service? Are there any specific limitations on operation since they serve older individuals?

A: Yes. As long as senior centers are located in counties that have been approved to enter Phase 1, they can offer food service.

Additional FAQ's can be found here: <https://sharedsystems.dhsoha.state.or.us/DHSForms/Served/le2342i.pdf>

Additional resources to consider:

Food Code Fact Sheet

<https://www.oregon.gov/oha/PH/HEALTHYENVIRONMENTS/FOODSAFETY/Documents/FactSheet1MinimizingBareHandContact.pdf>

Oregon Restaurant and Lodging (ORLA) Safety Checklist

https://www.oregonrla.org/checklist.html?utm_source=newsletter&utm_medium=email&utm_content=ORLA%27s%20website&utm_campaign=May%202021%20Newsletter

Restaurants/ Bars/ Breweries/ Wine Tasting Rooms - Phase II

Additions/amendments to phase I - Operations:

- End all on-site consumption of food and drinks, including alcoholic beverages by midnight. Restaurants and bars should open the next day based on regularly scheduled opening business hours. Restaurants must not attempt to get around the midnight required closure by reopening right after midnight.

Additions/amendments to phase I - Video lottery ops:

Businesses must:

- Place VLTs at least six (6) feet apart, if there is space to do so. If VLTs cannot be spaced at least six (6) feet apart, businesses may install plexiglass (acrylic) or other nonpermeable physical barrier that is easily cleaned, between VLTs in lieu of having six (6) feet of distance, if the barrier is at least one (1) foot higher than head level for customers seated and at least three (3) feet wide or at least the width of the VLT if wider than three (3) feet.

Retail - Phase I

Operations:

Retail stores are required to:

- Limit the number of customers in the retail store and focus on maintaining at least six (6) feet of distance between people and employees in the store. Store management should determine maximum occupancy to maintain at least six (6) feet of physical distancing, considering areas of the store prone to crowding (like aisles) and limit admittance accordingly.
- Post clear signs (available at healthoregon.org/coronavirus) listing COVID-19 symptoms, asking employees and customers with symptoms to stay home, and listing who to contact if they need assistance.
- Use signs to encourage physical distancing.
- Frequently clean and sanitize work areas, high-traffic areas, and commonly touched surfaces in both customer/public and employee areas of store. Wipe down changing room doorknobs, walls and seating between each customer use.
- Review and implement Mask and Face Covering Guidance for Business, Transit and the Public.

To the extent possible, retail stores should, but are not required to:

- Consider placing clear plastic or glass barriers in front of cashiers or customer service counters, or in other places where maintaining six (6) feet of physical distance between employees and customers is more difficult.
- Encourage one-way flow with marked entrances and exits, but do not block egress for fire exits. Use signs to direct one-way flow of traffic.
- Use signs and tape on the floor to maintain physical distancing while waiting for cashiers.
- Prohibit customers from trying on items that are worn on the face (cloth masks, scarves, headbands, eyewear).
- Decide whether to re-open fitting rooms. If fitting rooms are re-opened, customers should wash hands or use hand sanitizer before and after trying on clothes. Retailers should provide hand sanitizer or hand washing stations near fitting rooms.

Note: There are no scientific data to indicate that clothing items are a major means of spread of the coronavirus. Any risk from this exposure is likely to be very low. Items that have been in a fitting room can be set aside for a day or longer if the retailer is concerned about perceived risks from clothing that has been tried on by customers.

- When processing returns, employees should wash hands or use hand sanitizer before and after handling items. Retailer may set items aside for a day or longer if concerned about perceived risks of exposure.
- Consider offering alternative order ahead and pick up options, such as curbside pickup as appropriate and applicable.
- Review and implement General Guidance for Employers, as applicable.

Frequently asked questions:

Q: May secondhand stores accept donations in Phase 1 of the reopening?

A: Yes. When processing returns or donations, employees should wash hands or use hand sanitizer before and after handling items. Retailer may set items aside for a day or longer if concerned about perceived risks of exposure.

Retail - Phase I

Frequently asked questions: (continued)

Q: As a retail store, can I make it mandatory for customers to wear face masks?

A: Yes, but the retail store must develop a policy and post clear signs about any such requirements. A policy that requires customers and visitors to wear face coverings must:

1. Provide exceptions to the policy to accommodate people with certain health conditions, or children under two years of age.
2. Take into account that places of public accommodation must make reasonable modifications to their policy to allow people with disabilities to access their services.
3. Take into account that requiring people to wear face coverings affects people differently including people of color who may have heightened concerns about racial profiling and harassment due to wearing face coverings in public.
4. Consider whether to provide face coverings for customers or visitors who do not have one. If a store sets a policy that all customers are required to wear cloth, paper or disposable face coverings, store management should consult with their legal counsel to determine whether such a requirement can be enforced.

Q: How do I determine the number of customers to allow in a store?

A: Store management should determine maximum occupancy that allows for at least six (6) feet of physical distancing between customers, considering areas of the store prone to crowding (like aisles) and limit admittance accordingly.

Q: If a customer gets COVID-19 from being in my store, am I liable?

A: If you have liability concerns you should contact your legal counsel.

Q: I've noticed many businesses have shorter hours. Is there any requirement that retailers are to be closed by a certain time?

A: There is not a requirement for retailers to be closed by a certain time or change their hours of operation.

Q: How can a retail store ensure compliance, prevent congregation, and follow the OHA guidance for retail stores?

A: It is strongly recommended that retail stores designate a staff person as a monitor to ensure compliance with the OHA guidance for retail stores and to prevent congregation.

Additional FAQ's can be found here: <https://sharesystems.dhsoha.state.or.us/DHSForms/Served/le2390b.pdf>

Additional resources to consider:

U.S. Chamber of Commerce: Reopening Business Digital Resource Center

<https://www.uschamber.com/co/start/strategy/small-business-coronavirus-reopening-guide>

U.S. Chamber of Commerce: Reopening Business Digital Resource Center Toolkit

<https://www.uschamber.com/business-reopening-digital-resources-center-toolkit>

Summer Camps & Childcare - Phase I

Operations:

- All programs should have a written communicable disease management plan. This plan must include: protocols to notify the Local Public Health Authority (LPHA) of any confirmed COVID-19 cases among campers or staff; a process and record keeping to assist the LPHA as needed with contact tracing; a protocol for screening campers and staff for symptoms; a protocol to restrict from camp any ill or exposed persons; and possible cessation of camp activities.
- Keep daily logs for each stable group that conforms to the following requirements to support contact tracing of cases if necessary:
 1. Child name
 2. Drop off/ pick up time
 3. Adult completing both drop off/ pick up
 4. Adult emergency contact information
 5. All staff that interact with stable group of children (including floater staff)
 6. This log must be maintained for a minimum of 4 weeks after completion of the camp
 7. Registration paperwork or other regular means by which camps collect information from campers must contain contact information for all campers and staff
- Restrict from camp any camper or staff known to have been exposed (e.g., by a household member) to COVID-19 within the preceding 14 days.
- Communicate advice to staff not to work, and guidance to parents not to bring their camper to camp, if they or anyone in their household have recently had an illness with fever or a new cough. They should remain home for at least 10 days after illness onset and until 72 hours after fever is gone, without use of fever reducing medicine, and COVID-19 symptoms (fever, cough, shortness of breath, and diarrhea) are improving. Staff or campers who have a cough that is not a new onset cough (e.g. asthma, allergies, etc.), do not need to be excluded from camp. Camps may consider collecting information about existing conditions that cause coughing on intake forms.
- If anyone who has entered camp is diagnosed with COVID-19, report to and consult with the LPHA regarding cleaning and possible classroom or program closure.
- Report to the LPHA any cluster of illness among the summer camp program staff or students.

General:

- Camps must frequently remind all staff and parents to keep themselves and their children home with any illness involving fever, new cough, or shortness of breath.
- Individuals should stay and remain home for at least 10 days after illness onset and until 72 hours after fever is gone, without use of fever reducing medicine, and COVID-19 symptoms (fever, cough, shortness of breath, and diarrhea) are improving.
- Camps must provide handwashing and facilities, tissues, and garbage receptacles that are easily accessible to both children and staff.
- All persons in the camp should be advised and encouraged to wash their hands frequently (e.g., after using the restroom, before and after meals, after coming inside, after sneezing, blowing the nose, or coughing) with soap and water for at least 20 seconds.

Summer Camps & Childcare - Phase I

Operations: (continued)

- Except when eating, preparing, or serving food and after using the restroom, alcohol-based hand-sanitizing products (60 to 95%) may be used as an alternative to handwashing. If soap and water is not feasible (e.g. back country camp), alcohol-based hand sanitizing products may be used; however, every effort should be made to facilitate soap and water handwashing. Hand sanitizer must be stored out of reach of students younger than 5 years of age when not in use.
- Staff and campers should be reminded frequently of the importance of respiratory etiquette as outlined below:
 1. Cover coughs and sneezes with a tissue or elbow;
 2. Throw any used tissue away immediately into a garbage receptacle; and 3 of 7 OHA 2357 (05/15/2020)
 3. Clean hands after covering coughs and sneezes, and after throwing away used tissues.
- Children over the age of 2 may wear face masks if under close adult supervision.
- Children of any age should not wear a face covering:
 1. If they have a medical condition that makes it difficult for them to breathe with a face covering;
 2. If they have a disability that prevents them from wearing a face covering;
 3. If they are unable to remove the face covering independently; or
 4. While sleeping.
- Face coverings cannot be required for use by children and should never prohibit or prevent access to instruction or activities.
- To minimize contact during drop-off and pick-up, allow parents to remain outside of the building for sign-in and sign-out of their children. Consider staggering drop-off and pick-up times and prevent contamination from touch points (writing implements, clip boards, etc.).

Screening:

- Check for new cough and fever for anyone entering the camp facility/area or interacting with campers and staff. Individuals with a fever greater than or equal to 100.4° F should not be allowed to enter. COVID-19 does not always present with temperature or new cough. Symptoms of COVID-19 include fever and new cough, as well as, shortness of breath or difficulty breathing; fever; chills; muscle pain; sore throat; and new loss of taste or smell. NOTE: If parent cannot attest to temperature, facility should check temperature.
- If a camper or staff member develops a new cough (e.g., unrelated to preexisting condition such as asthma), fever, shortness of breath, or other symptoms of COVID-19 during the camp day/class session, isolate them away from others immediately, and send them home as soon as possible. NOTE 1: While waiting for a sick child to be picked up, a staff member should stay with the child in a room isolated from others. The caregiver should remain as far away as safely possible from the child (preferably at least 6 feet), while remaining in the same room. NOTE 2: The affected individual should remain home for at least 10 days after illness onset and until 72 hours after fever is gone, without use of fever reducing medicine, and COVID-19 symptoms (fever, cough, shortness of breath, and diarrhea) are improving.
- Ensure that the camp has flexible sick-leave and absentee policies that discourage staff from reporting to work while sick.

Summer Camps & Childcare - Phase I

Screening: (continued)

- If anyone who has entered the camp facility is diagnosed with COVID-19, report to and consult with the local public health authority regarding cleaning and potential need for closure. 4 of 7 OHA 2357 (05/15/2020)
- If anyone who has entered a camp facility is diagnosed with COVID-19, report to and consult with the local public health authority regarding cleaning and possible program closure.
- Report to the local public health authority any cluster of illness among the summer program staff or campers.

Physical distancing:

- Camps must be limited to maximum stable groups of 10 or fewer children (“stable” means the same 10 or fewer children in the group each day).
 1. The stable group may change no more frequently than once per week (e.g. for camps operating on a weekly schedule).
 2. Half-day camps hosting different morning and afternoon groups may be offered. Sanitation measures must be taken between these sessions. A space may hold a maximum of 2 stable cohorts per day.
 3. Before and after care must be carefully managed to maintain campers in the same stable cohort in which they will spend their day.
 4. A camp can have multiple stable groups of 10 if the camp facility or site can accommodate physical distancing for the number of campers hosted (a minimum of 35 square feet per camper for indoor spaces; a minimum of 75 square feet per camper for outdoor spaces), and campers’ access to or utilization of cabins, tents, meals, restrooms, showers and activities happens within a stable group of 10.
 5. Stable cohorts consist of campers and staff; the number of staff needed/necessary for a cohort does not count to the total of 10. Staff should remain with a single cohort as much as is practicable and feasible. Staff who do interact with multiple stable cohorts should wear a face mask and wash/sanitize their hands between stable cohort interaction.
 6. Before and After care: Stable groups should include the same campers during before care, during the camp day, and during after care. Campers should always be in stable groups, even if there is only one of them in before or after care.
- Camps must ensure that each stable group remains in the same indoor physical space each day and does not intermingle with any other group.
- The number of staff interacting with each group of children should be minimized; staff should be dedicated to a single group and not move between groups if at all possible. If “floater staff” or different staff rotate with the stable group, they should be sure to sanitize their hands prior to entering the space with the stable group of children, and staff should wear face covering. Similarly, if guest speakers come in, they should sanitize their hands on entering and exiting and wear face coverings.
- Daily activities and curriculum should support physical distancing, striving to maintain at least 6 feet between individuals. For example, adjust program in the following ways:
 1. Eliminate large group activities (larger than stable cohort) 5 of 7 OHA 2357 (05/15/2020)
 2. Increase the distance between children during table work

Summer Camps & Childcare - Phase I

Physical distancing: (continued)

3. Plan activities that do not require close physical contact among multiple campers
 4. If at all possible, designate equipment (e.g., art supplies, musical instruments balls, mitts, etc.) solely for the use by a single cohort and sanitize between practices or uses. If equipment must be shared between cohorts, it must be sanitized before and after each use by a stable cohort.
 5. Minimize time standing in lines and take steps to ensure that 6 feet of distance between the campers is maintained.
 6. Restrict non-essential visitors and volunteers.
 7. Activities that include brass or woodwind instruments should increase physical distance as these instruments may disperse respiratory droplets farther than 6 feet.
- Parents or other visitors may only come to camp for special events (e.g., theater productions, sports games) if 6 feet distancing between all persons can be maintained. Visitors should wear face coverings and sanitize their hands when they enter.

Intensify cleaning, disinfection, and ventilation:

- Clean, sanitize, and disinfect frequently touched surfaces (for example, playground equipment, stationary climbing frames, door handles, sink handles, drinking fountains, transport vehicles) multiple times per day
- Avoid use of items (for example, soft or plush toys) that are not easily cleaned, sanitized, or disinfected.
- Ensure safe and correct application of disinfectants and keep these products away from children following labeling direction as specified by the manufacturer.
- Ensure that ventilation systems operate properly and increase circulation of outdoor air as much as possible by opening windows and doors, using fans, and other methods. NOTE: Do not open windows and doors if doing so poses a safety or health risk (for example, allowing pollen in or exacerbating asthma symptoms) to children using the facility.

Field trips and transportation:

- Neither campers nor staff should travel with others outside their stable group
- Camp staff should document name of stable cohort(s) and staff including the driver, along with the date and time of the trip and the vehicle number/license.
- Drivers can transport multiple stable groups if wearing a mask and sanitizing hands before and after each driving each stable group.
- Vehicles should be cleaned between each group of students and staff following [transportation guidelines](#).
- Camper and staff spacing in vehicles must allow 3 feet of physical distance between people.

Summer Camps & Childcare - Phase I

Food service:

- All usual food handling and storage protocols should be observed.
- Campers and staff should wash hands with soap and water prior to eating. In limited circumstances (e.g., back country camps) where use of soap and water is not possible because of lack of running water, using alcohol-based hand sanitizer (60-95%) is acceptable.
- Campers should bring their own food if at all feasible. Campers should be instructed not to share food with other campers.
- If food is served by the camp, individual plating of meals is preferred. Buffet style service is acceptable if individual plating is not feasible. Family-style food service should not be allowed.

Miscellaneous:

- Camps held in public settings (e.g., parks) should follow the general camp guidelines as above; any other guidelines related to the location of the camp. For example, camps in state parks should follow state park use guidelines as well as summer camp guidelines.
- Swimming pools are closed statewide.
- Swimming in lakes is allowed if the 6-foot physical distancing standard can be maintained.
- Camps may train staff to formal start of camp if physical distancing can be maintained. This should include training on COVID-19 facts, cleaning/sanitation and safety.
- Campers and staff who are arriving to camp from outside of the US should verify that they have been in the US for 14 days without symptoms (fever, cough, shortness of breath) prior to the start of camp.
- During the COVID-19 crisis, child abuse reporting has gone down by more than 60% per day. Summer camps should include training to recognize and report suspected child abuse and neglect. Staff can report any suspected child abuse by calling 1-855-503-SAFE (7233).
- High risk employees and campers:
 1. The nature of congregate gatherings raises risk for individuals with health conditions and or age that place them at higher risk of adverse outcomes with COVID 19. Campers and Employees in higher risk categories should not attend camp settings where adherence to physical distancing is not likely to occur.

Additional resources to consider:

Early Learning Division

<http://campus.educadium.com/OCCD/>

Oregon Department of Education

<https://www.oregon.gov/ode/Pages/default.aspx>

Supporting All Learners - Beyond Distance Learning for All

<https://www.oregon.gov/ode/students-and-family/healthsafety/Documents/Supporting%20All%20Learners%20Beyond%20Distance%20Learning%20for%20All.pdf>

Swimming Pools/Spas/Sports Courts - Phase II

General and limited use:

This guidance applies to both general- and limited-use pools and sports courts in counties approved for Phase 2.

There are two types of licensed pools in Oregon: general use and limited use.

- General-use pools are typically larger facilities such as municipal swimming pools or community center pools.
- Limited-use pools are operated in connection with a companion facility, such as an apartment complex, hotel/motel, private club, association or organizational camp where the pool is limited to residents, patrons or members.

Sports courts are both public and privately-owned facilities for use of sports. Sports that involve participants coming into bodily contact are prohibited to be played on sports courts.

Operations:

Pool and sport court operators are required to:

- Review and implement the Oregon General Guidance for Employers on COVID-19.
- Prohibit workers with any of the COVID-19 symptoms (fever, cough, shortness of breath, etc.) from working or entering premises. Prohibit visitors with any of the symptoms associated with the COVID-19 virus from entering the premises. If a visitor has symptoms of COVID-19, staff must ask them to leave the pool, provide the visitor with a face covering or mask, and help the visitor minimize their contact with staff and other visitors before exiting the facility. Immediately disinfect all areas used by the sick visitor.
- Post clear signs listing COVID-19 symptoms, asking staff and visitors with symptoms to stay home, and listing who to contact if they need assistance. Operators may post warning signs in visible locations of how to stop the spread of COVID-19 virus (including the sharing of items such as goggles, and other hard to clean items).
- Require employees to practice healthy hygiene to reduce the spread of COVID-19 including washing their hands frequently and covering their sneezes and coughs.
- Ensure equipment is in good condition, according to any applicable maintenance and operations manuals and standard operating procedures.
- Close water fountains, except for those designed to refill water bottles in a contact-free manner. Water bottles may not come into contact with the water fountain.
- Use signs to require physical distancing throughout facility, including but not limited to reception areas, eating areas and near bathrooms.
- Require staff (including lifeguards¹) to wear a mask, face covering or face shield when NOT in the water.
- For spa pools, limit the use of the pool to one household unit at a time. Operators may consider scheduling reservations in 15-minute increments.
- For sports courts, frequently clean and disinfect shared equipment. This includes, but is not limited to, equipment such as bats, balls and rackets. Use disinfectants that are included on the Environmental Protection Agency (EPA) approved list for the SARSCoV-2 virus that causes COVID-19.
- For sports courts, prohibit sports that involve participants coming into bodily contact with one another

Swimming Pools/Spas/Sports Courts - Phase II

Distance and occupancy:

Pool and sport court operators are required to:

- Maintain physical distancing of at least six (6) feet between people.
- Inform visitors that members of the same party can participate in activities together and do not have to stay six (6) feet apart.
- Assign a physical distancing monitor to ensure compliance with all distancing requirements, including at entrances, exits, restrooms and any other area where people may gather.
- Develop a plan to limit the number of visitors admitted into the pool and/or sport court area so that six (6) feet of physical distancing can be maintained. Operators may consider requiring reservations to limit the number of individuals in the pool area.
- Alter pool deck layouts to ensure visitors and staff can keep six (6) feet of physical distance.
- If using the pool for lap swim, only allow one lap swimmer per lane

IMPORTANT NOTE: The Oregon Administrative Rules that regulate pools in Oregon have different requirements for each type of pool. For example, most limited use pools do not require a lifeguard. If your facility is not required to have a lifeguard, you may disregard that part of the guidance.

Cleaning and disinfection:

Pool and sport court operators are required to:

- Thoroughly clean all areas of pool and sport courts prior to reopening after extended closure.
 - Specifically, for pools:
 - Prevent Legionella: If a facility has been closed for a prolonged period:
 1. Flush your water system, both hot and cold water. The purpose of flushing is to replace all water inside building piping with fresh water.
 2. Flush until the hot water reaches its maximum temperature.
 3. Care should be taken to minimize splashing and aerosol generation during flushing.
 4. Other water-using devices, such as ice machines, may require additional cleaning steps in addition to flushing, such as discarding old ice. Follow water-using device manufacturers' instructions.
- Use disinfectants that are included on the Environmental Protection Agency (EPA) approved list for the SARS-CoV-2 virus that causes COVID-19. No product will be labeled for COVID-19 yet, but many products will have a label or information available on their websites about their effectiveness for human coronavirus.
- Frequently clean and disinfect work areas, high-traffic areas, and commonly touched surfaces in areas accessed by staff and visitors, including counters, tables, lounge chairs handrails, door handles, water fountains, showers, pool toys and other commonly touched surfaces.
- Regularly clean restrooms and ensure they are supplied with soap, paper towels and hand sanitizer for planned use.

Swimming Pools/Spas/Sports Courts - Phase II

Cleaning and disinfection: (continued)

- Ensure hand sanitizer is available at locations around the facility for both staff members and visitors.
- Have maintenance staff or a pool maintenance company regularly check the pool recirculation equipment for proper operation and disinfectant levels prior to the opening of the pool.
- Prohibit lifeguards¹ from cleaning and sanitizing while on duty.
- Ensure hand sanitizer is available at locations around the facility for both staff members and visitors.
- Have maintenance staff or a pool maintenance company regularly check the pool recirculation equipment for proper operation and disinfectant levels prior to the opening of the pool.
- Prohibit lifeguards¹ from cleaning and sanitizing while on duty.

IMPORTANT NOTE: The Oregon Administrative Rules that regulate pools in Oregon have different requirements for each type of pool. For example, most limited use pools do not require a lifeguard. If your facility is not required to have a lifeguard, you may disregard that part of the guidance.

Locker rooms:

Pool and sport court operators may choose to:

Allow swimmers to utilize the locker room before and after swimming.

If locker room use is allowed, pool and sport court operators are required to:

- Develop a plan to limit the number of individuals using showers and changing rooms at the same time.
- Focus on keeping at least six (6) feet of physical distance between people, which is approximately 30 square feet per person.
- Use the total square footage of the locker room to determine the maximum occupancy of the locker room.
- Assign a physical distancing monitor to ensure visitors follow all physical distancing requirements, including at entrances, exits, restrooms and any other area where people may gather.

Frequently asked questions:

Q: Our pool is a small, private, members-only pool and the membership is limited to 35 families. There is no lifeguard on duty and our maintenance staff is comprised of a manager and crew, all of whom are pool members. In our situation, would we be able to proceed with our members honoring the physical distancing guidelines and self-assigning to monitor these guidelines while at the pool?

A: No. The guidelines require that a physical distancing monitor be assigned if the pool is to reopen in Phase 2. This means that there needs to be one individual that is responsible for ensuring compliance with physical distancing requirements.

Q: Are swimming lessons allowed at pool facilities in phase 2?

A: Yes, swimming lessons are allowed and should follow both the guidance for Licensed Swimming Pools, Licensed Spa Pools and Sports Courts as well as the guidance for School Aged Summertime Day Camps.

Swimming Pools/Spas/Sports Courts - Phase II

Frequently asked questions: (continued)

Q: What if a lifeguard refuses to perform CPR (breathing) because of fear of COVID-19 infection?

A: Swimming pool operators shall ensure that the risks of operating a pool are communicated to all employees prior to reopening. As such, a pool should not reopen without knowing whether or not their lifeguards are willing to perform all duties. Red Cross guidelines are available outlining the need for PPE during CPR. Facilities need to provide appropriate PPE for lifeguards.

Q: Can the Physical Distance Monitor be a volunteer?

A: Yes. The Phase 2 reopening guidance for licensed swimming pools does not specify who can perform the role of Physical Distance Monitor. However, the volunteer must be able to perform the duties listed in the guidance to make sure that pool guests keep six (6) feet of distance, including at entrances, exits, restrooms, pool area, and any other area where people may gather.

Q: Would the Physical Distance Monitor be required to wear a mask?

A: If the physical distance monitor is an employee of the pool they are required to wear a mask, face covering or face shield following the OHA masks and face covering guidance. These coverings should only be removed to blow a whistle, communicate with swimmers and before entering the pool.

Q: If a community pool has a sign-up sheet to schedule times, and if only one household can use the pool at that time, would the pool need a Physical Distance Monitor?

A: Yes. Any licensed pool that chooses to open in Phase 2 is required to have a Physical Distancing Monitor assigned by the licensed pool.

Q: Could we have every household in our complex sign an agreement that an adult in each group will serve as the Physical Distancing Monitor while their family is at the pool?

A: No. Each licensed pool or spa facility needs to assign a Physical Distancing Monitor, who can be a volunteer or staff, to ensure that physical distancing requirements are being maintained in all areas of the facility where people might gather. Physical distancing signs are recommended to be posted at the pool to inform staff, volunteers, and guests about the physical distancing requirements.

Q: Since 14-year old children are allowed to swim independently, can they "physically monitor" themselves?

A: No. Each licensed pool or spa facility needs to assign a Physical Distancing Monitor that is at least 18 years of age to ensure that physical distancing requirements are being met.

Additional FAQ's can be found here: <https://sharedsystems.dhsoha.state.or.us/DHSForms/Served/le2390h.pdf>

Transit Agencies - Phase I

Specific guidance:

Transit agencies are required to

- Require at least three (3) feet of physical distance between passengers.
- Require at least six (6) feet of physical distance between the driver and passengers (except during boarding and in assisting those with mobility devices); reinforce this requirement by cordoning off seats as appropriate.
- Use physical partitions or visual cues (e.g., floor decals, colored tape, or signs) to discourage passengers from standing and sitting within three (3) feet of other passengers, and within six (6) feet of drivers, and other transit employees on the bus/train.
- Determine and post maximum occupancy for each bus.
- For rail systems, post maximum occupancy for each train car using clear, prominently placed signs. Make verbal announcements about maximum occupancy before and after each stop.
- Post clear signs, in more than one language, at transit stops/centers listing COVID-19 symptoms, asking riders with symptoms to stay home, and who to contact if they need assistance. If someone with symptoms must travel, please use alternate transit, if available.
- Review and implement Mask and Face Covering Guidance for Business, Transit and the Public.
- Provide transit employees access to soap, clean running water, and drying materials, or at least 60-95% alcohol-based hand sanitizer at their worksite.
- Clean buses/trains and transit stations frequently. Conduct targeted cleanings every four (4) hours, with a focus on disinfecting frequently touched surfaces of the bus/train and at transit stations.

To the extent possible, transit agencies should, but are not required to:

- Implement one-way flow of traffic with front door boarding and rear exiting.
- Use signs at high-traffic stops to encourage physical distancing while waiting for bus/train.
- Install hand sanitizer stations with 60-95% alcohol-based hand sanitizer solution in each bus/train to the extent possible.
- Consider installing clear plastic barriers between driver and passengers when six (6) feet of physical distance cannot be maintained.
- Establish a policy and practice for providing alternate transportation for riders who are ill and need transportation to obtain medical care that limits possible exposure to transit employees and other members of the public.
- Review and implement General Guidance for Employers as applicable.

Additional resources to consider:

Oregon Department of Transportation

<https://www.oregon.gov/odot/pages/incident.aspx>

Umpqua Transit

<http://www.umpquatransit.com/>

Venues & Event Operators - Phase II

Operations:

Venue/event operators are required to:

- Review and implement the Oregon General Guidance for Employers on COVID-19.
- Ensure equipment is in good condition, according to any applicable maintenance and operations manuals and standard operating procedures.
- Close water fountains, except those designed to refill water bottles in a contact-free manner.
- Post signs that clearly list COVID-19 symptoms, direct employees and attendees/participants with symptoms to stay or return home, and list who to contact if they need assistance.
- Post signs to require physical distancing throughout facility, including but not limited to reception areas, eating areas and near bathrooms.
- Ensure that ventilation systems operate properly. Increase air circulation as much as possible by opening windows and doors, using fans, or using other methods. Do not open windows and doors if doing so poses a safety risk to employees or attendees/participants.
- Provide hand-washing stations or hand sanitizer (60-95% alcohol content) throughout the facility for employees and attendees/participants to use.
- Review and implement Restaurant Sector Guidance if providing food and beverage at the venue.
- Require reservations or advanced ticket purchase for public events.
- Maintain contact information of purchasers/attendees for public and private events. If there is a positive COVID-19 case associated with the venue/event operator, public health may need this information for a contact tracing investigation. Unless otherwise required, this information may be destroyed 60 days after the event.

To the extent possible, venue/event operators should:

- Stagger arrival and departure times for attendees/participants to minimize congregating at entrances, exits and restrooms to follow required physical distancing requirements.
- Provide separate entrances/exits for employees and/or contractors, if possible.
- Encourage attendees/participants to wear cloth, paper, or disposable face coverings.
- Consider placing clear plastic or glass barriers in front of reception counters, or in other places where maintaining six (6) feet of physical distance between employees and attendees/participants is more difficult.
- Strongly encourage attendees/participants to wash hands with soap and water for at least 20 seconds or to use hand sanitizer (60-95% alcohol content) regularly.
- Provide hand sanitizer (60-95% alcohol content) at entrances.

Distance and occupancy:

Venue/event operators are required to:

- Limit the gathering capacity to a maximum of 250 people or the number of people, including staff, based on a determination of capacity (square footage/occupancy as specified below), whichever is less. Ensure compliance with the OHA Guidance for Gatherings for Phase 2.
- Prohibit parties of more than 10 people.

Venues & Event Operators - Phase II

Distance and occupancy: (continued)

- Determine maximum occupancy of each indoor and outdoor area, and limit number of individuals on the premises accordingly. Maximum occupancy requires at least six (6) feet of physical distance be maintained between parties.
- Maintain physical distance of at least six (6) feet per person, except that members of the same party can participate in activities/stand in line together without staying six (6) feet apart. A distance of at least six (6) feet must be maintained between parties.
- Determine seating and configuration to comply with all physical distancing requirements. If providing food and beverage at the venue, determine seating and configuration of the food and beverage area using the Restaurant and Bar guidance.
- Do not combine parties or allow shared seating for individuals not in the same party.
- Remove or restrict seating and standing areas to facilitate the requirement of at least six (6) feet of physical distance between parties.
- Prohibit people in different parties from congregating in any area of the facility, both indoor and outdoor, including in parking lots. 3 OHA 2351D (6/3/2020)
- Assign a physical distancing monitor to ensure compliance with all distancing requirements, including at entrances, exits, restrooms and any other area where people may congregate.
- Use metal detectors and wands in lieu of search or pat down.
- Artists areas should adhere to group size limits and all physical distancing requirements.

To the extent possible, venue/event operators should:

- Route foot traffic in a one-way direction to minimize close contact between attendees. Post signs for one-way walking routes to attractions, if feasible.

Cleaning and disinfection:

Venue/event operators are required to:

- Thoroughly clean all areas of venue prior to reopening after extended closure.
- Thoroughly clean all areas of venue between events.
- Use disinfectants that are included on the Environmental Protection Agency (EPA) approved list for the SARS-CoV-2 virus that causes COVID-19. No product will be labeled for COVID-19 virus yet, but many products will have a label or information available on their websites about their effectiveness for human coronavirus.
- Assign at least one sanitation attendant whose sole duties are to frequently clean and disinfect work areas, high-traffic areas, and commonly touched surfaces in areas accessed by workers and attendees/participants.
- Assign at least one sanitation attendant whose sole duties are to clean restrooms hourly during the event, and ensure adequate sanitary supplies (e.g., soap, toilet paper, 60- 95% alcohol content hand sanitizer) during all events.
- Routinely rotate, clean and disinfect key/phone bowls or other touch points at metal detectors.
- Routinely clean radios and communication devices, and do not permit staff to share radios and communication devices.
- Disinfect and clean all sound gear, including microphones, between uses.

Venues & Event Operators - Phase II

Additional guidance - Outdoor event operations:

Outdoor venue/event operators are required to:

- Configure outdoor space to ensure that parties contain no more than 10 people. For example: do not set tables for more than 10 people at a table or configure concert seating in groups of more than 10 seats. 4 OHA 2351D (6/3/2020)
- Thoroughly clean the venue between events according to the cleaning and disinfection requirements.
- Assign one (1) outdoor physical distancing monitor per 50 people to ensure physical distancing requirements are maintained at all times.
- Separate all facilities and activities hosting separate indoor and outdoor events at the same time at the same venue. Attendees/participants for separate indoor and outdoor events at the same venue must not share space, including restrooms.

Additional guidance - Outdoor drive-in movie theaters:

Drive-In Movie Theater operators are required to:

- Frequently clean and disinfect work areas, high-traffic areas, and commonly touched surfaces in areas accessed by workers and attendees.
- Clean restrooms hourly during the event, and ensure adequate sanitary supplies (e.g., soap, toilet paper, 60-95% alcohol content hand sanitizer) during all events.
- Determine parking and or configuration to comply with all physical distancing requirements. Ensure all attendees are parking vehicles at least six (6) feet of physical distance between each vehicle.
- Maintain physical distancing of at least six (6) feet per person, except that members of the same party can stand in concession lines together and do not have to stay six (6) feet apart. A distance of at least six (6) feet must be maintained between parties.
- If providing food and beverage at the venue, determine seating and configuration of the food and beverage area using the Phase 2 Restaurant and Bar guidance.

Frequently asked questions:

Q: Does the venue guidance apply to conference rooms?

A: Any room within a venue is subject to the gatherings and venue guidance.

Q: Is the venue guidance for public events only? What guidance will apply for private parties?

A: Venue guidance is for both public and private events. This guidance applies to venues and event operators who host or facilitate indoor or outdoor events, including social, recreational, cultural, civic, and faith-based events.

Q: Are movie theaters allowed to open in Phase II?

A: Yes. Movie theaters are considered venues and may reopen during Phase 2 following Guidance for Venue and Event Operators.

Venues & Event Operators - Phase II

Frequently asked questions: (continued)

Q: Many venues do not have their own outdoor restrooms. Are port-a-potties acceptable restrooms? Can a venue designate a set of restrooms specific to that outdoor space user?

A: Yes. Venues may use port-a-potties. Venue operators must assign at least one sanitation attendant whose sole duty is to clean restrooms hourly during the event, and ensure adequate sanitary supplies (e.g., soap, toilet paper, 60-95% alcohol content hand sanitizer) during all events.

Q: Do venue operators have to screen attendees as they enter venues to see if they have symptoms of COVID-19 before entering?

A: No. Venue operators are not required to screen attendees or participants. However, operators are required to post signs that clearly list COVID-19 symptoms, direct employees and attendees/participants with symptoms to stay or return home, and list who to contact if they need assistance.

Q: How do we determine if the Venue and Event Operators guidance applies instead of the Indoor and Outdoor Entertainment Facilities guidance?

A: Many sectors of businesses may fall into more than one sector, in which case compliance with more than one guidance document may be required. To understand which guidance document (s) best fit (s) your sector or business, please refer to the Reopening Guidance Tool.

Q: What information is needed for contact tracers from Venue and Event Operators?

A: For any event, public health asks that event organizers/operators document the following:

1. Name, date, time and location of the event
2. For the attendee:
3. First and last name
4. Home address ☐ Phone number
5. Seat number or seating area if known This information must be kept on hand for 60 days after each event.

Q: Who is responsible for enforcing Phase 2 Guidelines with regard to Venues?

A: All complaints related to the reopening should be submitted to Oregon Occupational Safety and Health (Oregon OSHA). Oregon OSHA is coordinating with state agencies and the Governor's Office to follow up on enforcement of complaints.

Q: What is the recommended distance that patron tables can be set back from the performance area? Would that be different for indoor vs. outdoor? Does there need to be a barrier between a singer and the audience?

A: Patron tables and seating must be set back at least 12 feet from the performers and speakers, whether indoor or outdoor. A barrier is not required but could provide additional protection and reassurance, especially for singers and speakers who may be projecting and using their voice for long periods.

Additional FAQ's can be found here: <https://sharedsystems.dhsoha.state.or.us/DHSForms/Served/le2390f.pdf>

Zoos/Museums/Gardens - Phase II

Guidance:

This guidance is for zoos, museums and outdoor gardens located in indoor and outdoor facilities. These facilities are limited to activities for parties consisting of 10 people or fewer. Do not combine parties/guests at shared seating situations who have not chosen to congregate together. Interactive museums are not permitted to open or operate at this time.

Operators of Indoor and Outdoor Entertainment Facilities (Zoos, Museums and Outdoor Gardens ONLY) are required to:

- Ensure all facilities are ready to operate and that all equipment is in good condition, according to any applicable maintenance and operations manuals and standard operating procedures.
- Review and implement General Guidance for Employers.

Physical distancing:

- Limit the gathering capacity to a maximum of 250 people or the number of people, including staff, based on a determination of capacity (square footage/occupancy as specified below), whichever is less. Ensure compliance with the OHA Guidance for Gatherings.
- Ensure that physical distancing of at least six (6) feet between people of different parties is maintained. Make clear that members of the same party can participate in activities together, stand in line together, etc. and do not have to stay six (6) feet apart.
- Set-up seating and/or game configuration to comply with all physical distancing requirements.
- Do not combine parties or allow shared seating for individuals not in the same party.
- Remove or restrict seating/consoles/lanes etc. to support the requirement of at least six (6) feet of physical distance between people not in the same party.
- Prohibit people in different parties from congregating in any area of the facility, both indoor and outdoor, including in parking lots.
- Prohibit operation and use of all play areas/ball pits/playgrounds.
- Prohibit contact sports.
- Do not operate, if unable to maintain at least six (6) feet of distance as required by this guidance, except for brief interactions or if unable to comply with all other requirements in this guidance. The requirement to close applies to both indoor and outdoor operations for entities that have both.

Employees:

- Require all employees to wear a mask, face shield, or cloth, paper or disposable face covering, unless an accommodation for people with disabilities or other exemption applies in accordance with Mask and Face Covering Guidance for Business, Transit and the Public. Employers must provide masks, face shields, or face coverings for employees.
- Train all employees on cleaning operations (see below) and best hygiene practices including washing their hands often with soap and water for at least 20 seconds.
- Review and use Mask and Face Covering Guidance for Business, Transit and the Public.

Zoos/Museums/Gardens - Phase II

Cleaning and disinfecting:

- Employees must clean and sanitize work areas, high-traffic areas, and commonly touched surfaces in both customer and employee areas in indoor and outdoor facilities. Use disinfectants that are included on the Environmental Protection Agency (EPA) approved list for the SARS-CoV-2 virus that causes COVID-19. No product will be labeled for COVID-19 yet, but many products will have a label or information available on their websites about their effectiveness for human coronavirus.
- Thoroughly clean restroom facilities at least twice daily and, to the extent possible, ensure adequate sanitary supplies (soap, toilet paper, hand sanitizer) throughout the day. Restroom facilities that cannot be cleaned twice daily should be kept closed or a sign should be posted stating that the restroom is unable to be cleaned twice daily.
- Employees must clean and disinfect ALL games, balls, shared equipment and any other commonly touched gaming devices or tools between use.

Signage:

- Post clear signs listing COVID-19 symptoms, asking employees, volunteers and visitors with symptoms to stay home and who to contact if they need assistance.
- Use clear signs to encourage physical distancing.

Additional requirements:

- Keep areas that are prone to attracting crowds (including but not limited to playgrounds, indoor play structures and drop-off play structures) closed.
- Keep drop-in childcare closed.
- Limit parties to 10 people or fewer. Do not combine parties/guests in shared seating who have not chosen to congregate together. People in the same party seated at the same table do not have to be six (6) feet apart.
- Prohibit parties (a group of 10 or fewer people that arrived at the site together) from congregating in parking lots and other common areas for periods longer than reasonable to retrieve/return gear and enter/exit vehicles.
- Keep common areas, such as picnic tables, day-use shelters, and buildings open to the public, arranged so at least six (6) feet of physical distance between parties (chairs, benches, tables) is maintained. Post clear signs to reinforce physical distancing requirements between visitors of different parties.
- End all facility activities by 10 p.m.
- Follow the Retail Stores Guidance if operating a retail store on the premises.

To the extent possible, but not required:

- Encourage reservations or advise people to call in advance to confirm facility capacity. Consider a phone reservation system that allows people to wait in cars and enter facility only when a phone call or text indicates space is available.
- Assign a designated greeter or host to manage visitor flow and monitor physical distancing while waiting in line, ordering, and during entering and exiting. Do not block access to fire exits.

Zoos/Museums/Gardens - Phase II

Additional requirements: (continued)

- Position staff to monitor physical distancing requirements, so that parties are no larger than 10 people, and to help visitors understand these requirements.
- Assign staff to monitor visitor access to common areas such as restrooms so that visitors do not congregate.
- Route foot traffic in a one-way direction to minimize close contact between visitors. Post signs for one-way walking routes to attractions, if feasible.
- Limit the number of staff who serve or interact with each party.
- Encourage visitors to recreate with their own household members rather than with those in their extended social circles.
- Encourage visitors to recreate safely and avoid traveling to or recreating in areas where it is difficult to maintain at least six (6) feet from others not in their household.
- Place clear plastic or glass barriers in front of cashiers or visitor center counters, or in other places where maintaining six (6) feet of physical distance between employees, volunteers and visitors is more difficult.

Visitor face coverings:

- Strongly encourage all visitors to wear a mask, face shield, or face covering. Review and use Mask and Face Covering Guidance for Business, Transit and the Public.

Cleaning/hygiene:

- Consider providing hand-washing facilities for customer use in and around the facility. Hand sanitizer is effective on clean hands; businesses may make hand sanitizer (60- 95% alcohol content) available to customers. Hand sanitizer must not replace hand washing by employees.

Outdoor facilities:

- Consider closing every other parking spot to facilitate at least six (6) feet of physical distance between parties.
- Encourage visitors to bring their own food, water bottles and hygiene supplies (including hand sanitizer).
- Encourage visitors to take their trash with them when they leave.

More...

Building Owners & Managers Association:

Getting Back to Work

<https://roseburgchamber.com/wp-content/uploads/2020/05/CURRENT-NEWS-Building-Owners-Managers-Association-Getting-Back-to-Work.pdf>

Business Oregon:

Small Business Resource Navigator

<https://www.oregon4biz.com/Coronavirus-Information/>

City of Roseburg:

Information about COVID-19

<https://www.cityofroseburg.org/covid-19>

Douglas County:

Douglas County press releases and information

http://www.co.douglas.or.us/media_room/coronavirus.asp

Oregon Employment Department:

Resuming Business Operations FAQ's

https://chambermaster.blob.core.windows.net/userfiles/UserFiles/chambers/2053/CMS/Documents/04.30.20-Employer_Resuming_Operations-FAQs.pdf

Oregon Farmer's Market Guidance:

General Guidance Around Farmer's Markets

<https://drive.google.com/file/d/1Av-pCNosDEE-XXmDMg9-wJSeO7EMjGPo/view>

Oregon Home Builders Association:

Construction Industry Job Site Recommendations

https://oregonhba.com/wp-content/uploads/2020/04/Combined-Press-Release_31.pdf

Oregon Manufacturing Extension Partnership:

Resources for Manufacturers

<https://www.omep.org/covid-19-resources-for-oregon-manufacturers/>

Oregon Restaurant & Lodging Association:

Safety Checklist for Restaurants and Lodging

https://www.oregonrla.org/checklist.html?utm_source=newsletter&utm_medium=email&utm_content=ORLA%27s%20website&utm_campaign=May%202021%20Newsletter

Roseburg Area Chamber of Commerce:

Business Resources During Coronavirus Pandemic

<https://roseburgchamber.com/news/current-news/>

U.S. Chamber of Commerce:

Reopening Business Digital Resource Center

<https://www.uschamber.com/co/start/strategy/small-business-coronavirus-reopening-guide>

General COVID-19 Information/Resources

- **Mask and face covering guidance**
 - **Signs and symptoms**
 - **Testing basics**
-
- **Clean hands sign**
 - **Max occupancy sign**
 - **Physical distancing sign**
 - **Symptoms sign**



June 11, 2020

Mask and Face Covering Guidance for Business, Transit, and the Public

For purposes of this guidance the following definitions apply:

- “Business” means:
 - Grocery stores
 - Fitness-related organizations
 - Indoor and outdoor entertainment facility operators
 - Licensed swimming pool, licensed spa pool and sports court operators
 - Outdoor recreation organizations
 - Pharmacies
 - Public transit agencies and providers
 - Personal services providers
 - Restaurants, bars, breweries, brewpubs, wineries, tasting room and distilleries
 - Retail stores, shopping centers and malls
 - Ride sharing services
 - School aged summertime day camp operators
 - Recreational sports operators for specified sports
 - Venue operators
- “Face covering” means a cloth, paper, or disposable face covering that covers the nose and the mouth.
- “Mask” means a medical grade mask.
- “Face shield” means a clear plastic shield that covers the forehead, extends below the chin, and wraps around the sides of the face.
- “Personal services providers” means barber shops, hair salons, esthetician practices, medical spas, facial spas and day spas, non-medical massage therapy services, nail salons, tanning salons, and tattoo/piercing parlors.
- “Fitness-related organizations” includes but is not limited to gyms, fitness centers, personal training, dance studios, and martial arts centers.

Businesses

A business *must*:

- Require employees, contractors and volunteers to wear a mask, face shield, or face covering, unless an accommodation for people with disabilities or other exemption applies.
 - Face coverings are not required when eating/drinking or when not in a public-facing location where six (6) or more feet of distance can be maintained.
- Provide masks, face shields, or face coverings for employees.
- If it is a transit agency, require riders to wear face coverings and provide one for a rider that does not have one, and develop policies and procedures as described below.
- Develop and comply with policies and procedures that provide for accommodations and exemptions from the mask or face covering requirement for employees and contractors based on:
 - State and federal disabilities laws if applicable, including the Americans with Disabilities Act (ADA) which protects people with disabilities from discrimination in employment and requires employers to engage in the interactive process for accommodations.
 - State or federal labor laws where applicable.
 - State and federal public accommodations laws that provide all persons with full and equal access to services, transportation, and facilities open to the public.
 - OHA public health guidance if applicable.
- If customers or visitors will be required to wear a face covering, develop a policy and post clear signs about any such requirements. A policy that requires customers and visitors to wear face coverings must:
 - Provide exceptions to the policy to accommodate people with certain health conditions, or children under 2 years of age.
 - Take into account that places of public accommodation must make reasonable modifications to their policy to allow people with disabilities to access their services.
 - Take into account that requiring people to wear face coverings affects people differently including people of color who may have heightened concerns about racial profiling and harassment due to wearing face coverings in public.
 - Consider whether to provide face coverings for customers or visitors who do not have one.
- Require employees and contractors to review the business's policies and procedures related to:
 - Employee accommodations and exemptions.
 - Customer and visitor face covering requirements.

A business *should, but is not required to:*

- Post signs about whether customers or visitors are required to wear face coverings in languages that are commonly spoken by customers and visitors
- Educate employees:
 - On how to safely work and communicate with people who cannot wear masks or face coverings.
 - That they may need to remove a mask or face covering for individuals who need to read lips or see facial expressions to communicate.

The Public

- When riding public transit, an individual must wear a face covering unless the individual:
 - Is under 2 years of age.
 - Has a medical condition that makes it hard to breathe when wearing a face covering.
 - Has a disability that prevents the individual from wearing a face covering.
- It is strongly recommended that individuals, including children between 2 and 12 years of age, wear a face covering at all times in settings like grocery stores or pharmacies, where it is likely that physical distancing of at least six feet from other individuals outside their household unit cannot be maintained, and vulnerable people must go.
- Because children between the ages of 2 and 12 years of age can have challenges wearing a face covering properly (e.g., not touching the face covering, changing the face covering if visibly soiled, risk of strangulation or suffocation, etc.) we urge that coverings be worn with the assistance and close supervision of an adult. Face coverings should never be worn by children when sleeping.
- The use of masks and face coverings may be optional if 6 feet or more of distance is maintained from others. Otherwise, it is recommended to wear cloth face coverings in public settings where physical distancing cannot be maintained.

Additional Resources

- [OHA Guidance for the General Public](#)
- [OHA General Guidance for Employers](#)
- [OHA Sector-specific Guidance](#)

You can get this document free of charge in other languages, large print, braille or a format you prefer. Contact Mavel Morales at 1-844-882-7889, 711 TTY or OHA.ADAModifications@dhsosha.state.or.us.



COVID-19 Testing Basics

Who should be tested?

Many people are interested in testing for COVID-19 out of concern for themselves and their loved ones. If you have trouble breathing or feel very ill, contact your healthcare provider or, in case of emergency, call 911.

Healthcare providers may decide to have you first tested for other illnesses, like the flu, based on your possible exposure history and any other symptoms you might have.

- **Individuals who feel very ill should seek appropriate care.** If it is an emergency, call 911. If it is not an emergency but you feel sick enough to need a medical appointment, call your doctor's office. If you don't have a doctor, call 211 for a list of clinics near you. If necessary, visit your local urgent care center.
- **Call before you go.** If you have flu-like symptoms or have reason to think you might have COVID-19, let your healthcare provider know before you visit. This will help avoid exposing anyone else at the provider's facility.

Where can I get tested?

Contact your primary healthcare provider or a clinic. They can determine whether you need testing. Though hospitals may request lab testing for some high-risk patients, emergency rooms should not be considered a primary source for patient-requested testing.

If it's determined I need testing for COVID-19, what should I expect?

Testing for COVID-19 will likely involve your healthcare provider taking a sample on a swab through the nose.

What if I feel like I've been exposed but don't need to see a healthcare provider or get tested?

If you think you have been exposed to COVID-19, and you get fever, cough or trouble breathing, stay away from other people, so you don't get them sick. Consult with your doctor or a clinic via phone for instructions.



What if I test positive?

Your healthcare provider and public health staff will also give you information about how to keep from spreading the virus to your family and friends. You will need to isolate yourself from other people for as long as your healthcare provider instructs. You will also need to avoid coughing on others and to wash your hands frequently, to protect them from infection.

How long does it take to receive test results?

Results are generally available within 3-4 days. Your healthcare provider may ask you to isolate yourself during this time, to limit possible spread of the virus.

Which labs can test for COVID-19?

The Oregon State Public Health Lab (OSPHL) and commercial laboratories, such as LabCorp and Quest Diagnostics can currently test for COVID-19. Some local health systems will be able to test soon.

How are healthcare workers being protected?

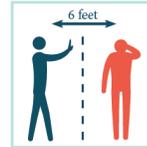
Workers collecting samples must wear personal protective equipment, which may include gowns, gloves, eye protection and masks. We are sharing guidance with healthcare workers and facilities to help them stay safe.

From our testing guidance:

Clinicians in the community can order COVID-19 testing at their discretion through commercial labs, including LabCorp and Quest Diagnostics. A). Clinicians do not need to routinely notify the local public health authority (LPHA) or OHA when evaluating patients with respiratory illness or ordering COVID-19 testing from commercial laboratories. B). While it is circulating, clinicians should consider testing for influenza before ordering COVID-19 testing.



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Clean hands save lives



Wash your hands.

Use soap and water for at least 20 seconds.



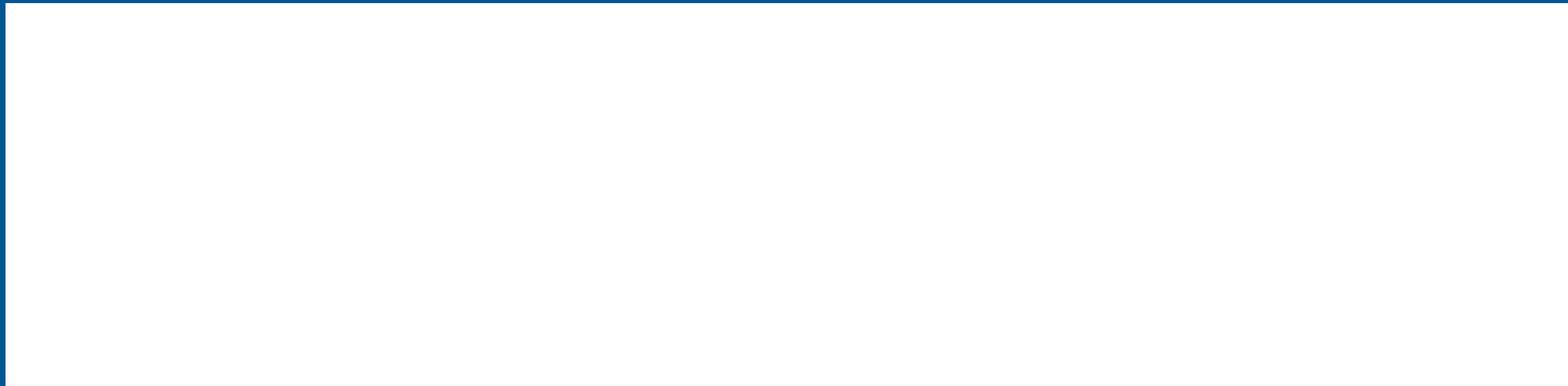
Can't wash? Use hand sanitizer.

Use hand sanitizer made with at least 60-95% alcohol content.

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OHA 2320B (05/2020)

Our current maximum occupancy is:



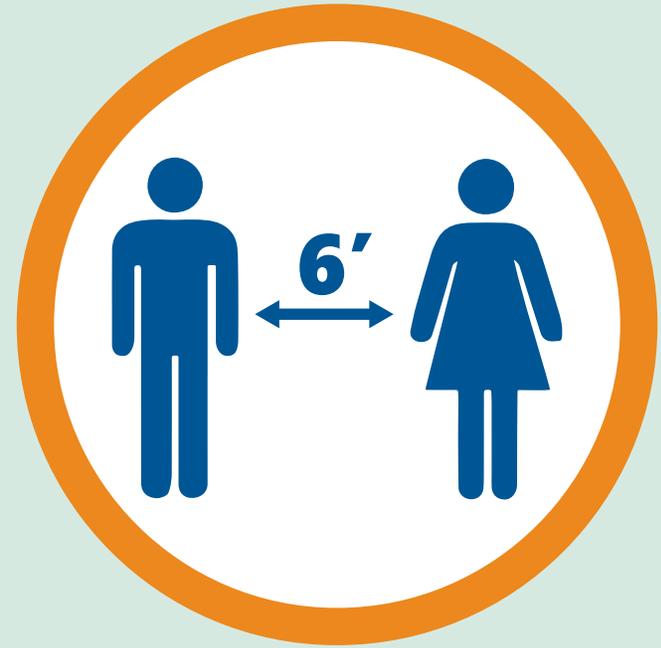
This occupancy is based on Oregon Health Authority guidance requiring establishments to determine maximum occupancy and limit the number of individuals on the premises. Maximum occupancy is based on the requirement that at least six (6) feet of physical distance be maintained between parties.

Going out? Stay apart.

Don't gather in groups.



Stay 6 feet away from others.





Do you have these symptoms?

If so, go home and call your health care provider.



Cough



Shortness of breath or difficulty breathing

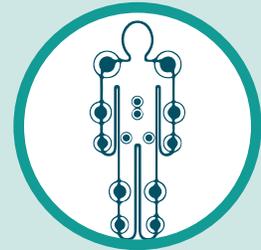
Other COVID-19 symptoms include:



Fever



Chills



Muscle pain



Headache



Sore throat



New loss of sense
of taste or smell

For assistance, call 211.

