

A Community Strategy for Phased Reopening: Phase Two Amendment

Knox County & City of Knoxville
May 22, 2020



KNOX COUNTY
TENNESSEE

HEALTH DEPARTMENT

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Let's Keep Our Progress Going

In these uncertain times, one certainty is that increasing interactions and gatherings will increase the risk of our community having more cases and clusters. **This means personal responsibility will be even more important in Phase Two.** Following the Five Core Actions, presented in [A Community Strategy for Phased Reopening](#), remains central to reducing personal and community risk. The Five Core Actions, introduced in greater depth in the reopening plan, include **physical distancing, wearing cloth face coverings, handwashing, cleaning surfaces and staying home if you are sick or instructed to isolate/quarantine.**

The minimum length of phases has been modified based on a better understanding of the local burden of disease and improved capacity to respond. Phases will no longer be a minimum of 28 days. **Instead, the health department will assess the data after at least 14 days and provide an update, which may include adjustments to the guidelines or phases. In this case, the next update will be on June 12.**

Show Compassion to Others

Community surveys voiced frustration and fear about interactions where the personal choices of some individuals have infringed on the safety of others, especially workers and business owners. We ask each member of the community to **show compassion to others, especially workers and business owners, even when in disagreement about guidelines or safety precautions.** Workers are encouraged to visit the [CDC's Worker Safety and Support webpage](#) for additional resources regarding safety.

The Gathering Size Increase Doesn't Change Physical Distancing Guidance: Stick with Members of Your Household

In Phase Two, maximum gathering sizes increase from 10 people to 50 people, but the guidance to physically distance from people who do not live with you remains the same. **This means multiple families or individuals can get together for a gathering of up to 50 people, but each household should stay a minimum of 6 feet from the others.** When physical distancing cannot be consistently maintained, the wearing of cloth face coverings helps to protect everyone from unknowingly spreading the virus to each other. [According to the CDC, the virus spreads easily between people when they talk, cough, sneeze, etc.](#)

The spirit of a gathering is an event, meeting, or other activity where closely or loosely associated participants physically congregate. A gathering is not the number of people in a building at one time.

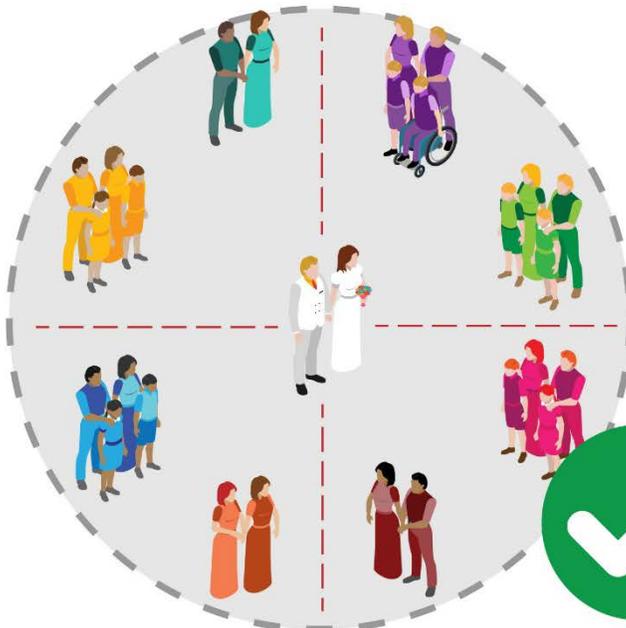
Gatherings are high-risk activities because of the prolonged time spent in the vicinity of the other participants and the increased likelihood of intermittent breaking of physical distancing. **Across the nation, many clusters of cases have been traced back to weddings, funerals, house parties, concerts, athletic activities and workplace meetings.** Fulfilling both the letter and spirit of the guidance for gatherings will be important for preventing clusters in our community.



Example: Small Wedding Reception Executed Improperly

- More than 50 people present
- Close proximity to people not within their own household
- 6 feet physical distancing is not being observed

**Maximum 50
People Gathering**



Example: Small Wedding Reception Executed Properly

- 50 people or fewer present
- Households staying together and maintaining 6 feet distancing from others
- Guests are wearing masks when 6 feet distancing from non-household members is not consistent
- Physical distancing guidelines to manage guests present

Remember that COVID-19 Spreads Through Both the Air & Surfaces

Remember, [the virus spreads easily from person-to-person through droplets when someone breathes, talks, sings, coughs, sneezes, etc.](#) People who do not feel sick or have symptoms can spread COVID-19 to others. Focusing your personal or organizational efforts on cleaning surfaces and hand washing can help prevent some COVID-19 infections, but without an embrace of all of the Five Core Actions, people are more vulnerable to the primary way COVID-19 is spread: through droplets in the air. **Physical distancing and wearing cloth face coverings are two of the Five Core Actions that reduce the risk of the virus being spread through the air by people who do not know they are infected.**

Physical Distancing: Six Feet is a Minimum – “Farther is Safer”

When physical distancing, remember that **6 feet of distance is a minimum**. It is better to maximize the distance between you and others not from your household. **The longer you will be in close proximity with another person not from your household, especially indoors, the more you should consider distancing further than 6 feet from them.** While new information is emerging every day, it is clear that longer interactions increase your likelihood of catching the virus if someone near you is infectious.

Indoor and Outdoor Spaces

It is believed that **indoor spaces are higher risk than outdoor spaces due to airflow**. Increasing ventilation may help to decrease indoor risk, but it is thought that incomplete ventilation (re-circulating air without filtration or releasing exhaust into other areas of the building) may possibly be linked to spreading the virus. **With so much still unknown, the Phase Two recommendation is to open doors/windows when practical and allowed by the organization’s regulatory body, to utilize outdoor spaces as practical and to follow CDC guidance as it continues to emerge.** Being outdoors is not a replacement for following the Five Core Actions.

Cloth Face Coverings

Questions have emerged about the safety of wearing a cloth face covering. It is important to follow CDC [guidance on how to make, wear and care for a cloth face covering](#). **A cloth face covering should fit comfortably against the sides of the face and also allow for breathing without restriction.** As it becomes warmer outside, individuals are encouraged to **practice consistent physical distancing outdoors if they find wearing a cloth face covering to be uncomfortable.** Wearing face coverings made from cloth designed to stay cool during exercise or in the heat is another alternative.

When others wear cloth face coverings they are protecting you. And when you wear a cloth face covering, you are protecting them. Cloth face coverings also **help to remind you not to touch your face with unwashed hands.** When not wearing a cloth face covering (at home or when eating, for example), it is important to **cough or sneeze into your elbow or a tissue and not your hand.**

Wearing Gloves

The wearing of gloves is not a recommended way for preventing the spread of COVID-19 in community settings (non-health care settings). Proper hand washing or use of hand sanitizer (with a minimum of 60% alcohol) are the recommended methods for preventing the spread of COVID-19. **You cannot get COVID-19 through the skin on your hands. The virus infects people by entering their mouth, nose or eyes.** Improper glove wearing can increase your likelihood of infecting yourself or transferring the virus to shared surfaces that will infect others. **Glove use should be limited to instances required by this document, [FDA’s Food Code](#), industry guidance and [CDC guidance](#).** The use of gloves does not replace handwashing.

Reminders: Support for Employers & Other Organizations

Employers and other organizations in our community care about the **safety of their employees, volunteers, customers and congregations**. In order to protect safety while in a phased reopening, this document contains general guidance and strategies to support the business and nonprofit community. Due to the volume of requests, **the Knox County Health Department will not be available to gauge the setup of your business operations or approve your plans**. Instead, use the resources outlined on the **Employer and Organization webpage**: covid.knoxcountyttn.gov/reopening-businesses.html.

Resources

Use the website to identify a COVID-19 coordinator, sign up for an email distribution listserv where your organization can provide ideas for Phase Three, print safety signs and find resources to get your questions answered. A multi-agency group is available to provide guidance to and answer questions from the business community about how to implement the guidelines. [Visit the website](#) or call **3-1-1** for **more information**.

Recognition Program

Employers who select COVID-19 coordinators, display the safety signs mentioned above and enroll in the email distribution listserv will be given the opportunity to **display a certificate showing their commitment to the health of their employees and customers**. We know businesses in our area are eager to show their commitment to safety. By mobilizing a COVID-19 coordinator, displaying and operationalizing vital information, and staying up to date on the best ways to reduce transmission, our area businesses and organizations will be **proving their commitment through action**.

General Guidelines for Everyone Throughout all Phases

This section provides general guidelines for all phases. **A good practice is for individuals to assume they are infectious and that others are infectious as well, regardless of whether they exhibit symptoms.**

Individuals (Including Employees, Customers & the General Public)

Use Physical Distancing Whenever Possible

- In public, **stay at least 6 feet away from others not from your household** whenever possible. Remember **“farther is safer.”**

Continue to Practice Good Hygiene

- It is strongly recommended (and at times required per the phase guidelines) that you wear a **cloth face covering (mask)** when unable to consistently maintain 6 feet of physical distancing while in public.
- **Wash your hands** with **soap and water** or use **hand sanitizer (containing at least 60% alcohol)**, especially after touching frequently used items or surfaces.
- **Avoid touching your face.**
- Sneeze or cough into a **tissue** or the **inside of your elbow**. Dispose of tissues after a **single use**.
- **Regularly disinfect** frequently used items and surfaces using **soap and water** or **EPA-registered household disinfectants** (including **bleach** and **cleaners containing at least 70% alcohol**).

People Who Feel Sick or Have Been Told to Isolate/Quarantine Should Stay Home

- **Stay home if you feel sick or have been told to isolate/quarantine** due to potential exposure, illness or while awaiting test results. **Do not go to work, school, stores, etc.**
- If you are concerned about your health, contact and follow the advice of your **medical provider**.

Show Courtesy to Others, Especially Workers

- When patronizing a business, **stay at least 6 feet away from employees** whenever possible.
- **Follow directions on safety signage** displayed in businesses.
- **Be a part of keeping things clean:** Use hand sanitizer stations, cloth face coverings, grocery cart sanitizer wipes, and other means to protect yourself and others.
- Remember to **tip workers** when appropriate. When tipping is not customary, remember a **“thank you”** is always appreciated.

Higher-risk Individuals

While this document provides guidance to allow our community to continue reopening, **individuals must consider their personal risk** and determine whether to increase their interactions in the community as phases progress. Throughout all phases, higher-risk individuals are strongly encouraged to follow the guidance specifically for them. **In Phase One and Phase Two, this means to stay at home** as much as possible. **In Phase Three, this means resuming public interactions with physical distancing.**

Higher-risk individuals include those **over the age of 65**, and those with **serious underlying health conditions**, such as high blood pressure, chronic lung disease, diabetes, obesity, asthma and those whose immune system is compromised.

Employers & Other Organizations

Implement strategies addressing the safety of two broad categories of people:

- **Customers**, clients, members of the public, etc.
- **Employees**, coworkers, contract employees, etc.

Develop and implement appropriate policies, in accordance with federal, state, and local regulations and guidance, and informed by industry best practices, regarding:

- **Physical distancing and protective equipment.** These practices may include:
 - Requiring employees to **wear cloth face coverings (or PPE in medical settings or where industry guidance instructs its use)** when unable to consistently maintain 6 feet of physical distancing.
 - For as long as possible, allowing **telecommuting**, especially for higher-risk individuals. Allowing **flexible hours** and **staggered shifts** to increase physical distancing for employees as they enter and leave the workplace.
 - Creating **signs and barriers** that reinforce 6 feet of physical distancing for the protection of your employees and the public.
 - **Marking the floors** where necessary to provide customers clear direction when **waiting in line**. Implementing **one-way aisles**.
 - Considering **making stickers for employees** to wear that remind customers to maintain 6 feet of distance.
 - Creating **plexiglass protective barriers for employees working registers** or **providing close proximity services**.
 - If the business has overhead announcements, **regularly playing announcements** encouraging the maintenance of 6 feet of distancing.
 - Encouraging customers to come during **non-peak hours**. Implementing **special hours for seniors and other higher-risk individuals**. **Offering or continuing to offer delivery or curbside pickup** options.
- **General Sanitation.** These practices may include:
 - Encouraging employees to engage in **hand washing** (or the use of hand sanitizer if hands are not visibly soiled) after each customer interaction.
 - Having **hand sanitizer available at the entrance** of the business for customers.
 - **Discouraging workers from using other employees' equipment**, including phones, desks, offices or other work tools, when possible. When not possible, **hand sanitizer** should be used both prior to use of communal items and immediately after.
 - **Routinely sanitizing shared surfaces and equipment throughout the day and between users**.
 - Offering customers single-use grocery bags.
 - Considering placing **limitations on returns** or extending the window in which returns can be made to the place of business.
- **Use and disinfection of common and high-traffic areas.** Follow guidance from the CDC for [Cleaning and Disinfecting Your Facility](#), [Cleaning and Disinfection for Community Facilities](#), and [Cleaning and Disinfecting Non-emergency Transport Vehicles](#). These practices may include:

- Having a **clear plan for enhanced cleaning protocols**, including who is responsible for each task. **Modify business hours** if necessary to allow for deep cleaning.
- Dedicating an employee to working at the entrance **sanitizing carts and baskets** and encouraging the use of hand sanitizer.
- Cleaning the **credit card touch screen and/or keypad** after each customer use. Regularly cleaning **checkout lanes or counters**.
- Cleaning **pens, menus and other communal items** after each use.
- **Business travel.** These practices include:
 - Following guidance outlined in each phase. Look up the **state and local laws for the area** where your employee will travel **and if CDC has guidelines for quarantining after travel**.
 - Remaining aware of the **COVID-19 activity in the area** where your employee will travel.

Monitor workforce for COVID-19 symptoms and take action.

- **Screen all employees daily by asking the following questions:** Have you been told to quarantine/isolate by a medical provider or the health department?; Have you had face-to-face contact for 10 or more minutes with someone who has COVID-19?; Are you feeling ill and/or experiencing any of **the symptoms of COVID-19 (regularly check the CDC website for an updated list)**? **If yes, they should not enter the worksite and should contact their doctor.**
- While it is preferred that **employers conduct daily employee temperature checks with a no-touch thermometer** before they enter the workplace, **employee daily temperature self-checks** are appropriate when a thermal thermometer is not available or daily employer checks are not practical. Communicate the policy with employees. **Daily temperature checks are a tool in your toolbox; they do not replace the need to follow the other recommendations.**
- **Require any employee to quarantine/isolate** according to the guidance of their medical provider or the Knox County Health Department when the employee is:
 - A **positive case** for COVID-19; OR
 - Waiting for their **results of a COVID-19 test**; OR
 - A **close contact** of someone with COVID-19.
- **Do not allow symptomatic people to physically return to the workplace** until they are symptom-free and fever free for 72 hours without the use of fever-reducing medication or have been released from quarantine/isolation. **Employees should not be required to have a negative test to return to work.**
- Consider implementing generous **sick leave policies** to encourage employees to report their illnesses and stay home.
- **Maintain employee privacy by not unnecessarily sharing information** with others about their illness. Health information is protected by federal law.

Develop and implement ways to track close contact interactions.

- Employers should prepare and implement strategies for determining and tracking **close contact interactions between staff and between staff and customers** (for example, keeping detailed appointment records and worker shift pairings so you can easily help public health determine close contacts, if needed). This will allow potential cases to be **isolated quickly should an employee or customer test positive for COVID-19**, preventing future transmissions which **protects health** and the **employer's ability to continue to serve the community**.

Phase Two

Individuals (Including Employees, Customers & the General Public)

All individuals should engage in the following **phase-specific practices when in public** and regularly **sanitize frequently touched surfaces in their homes**:

- **Continue following the Five Core Actions (more information on pages 5 and 6 of [A Community Strategy for Phased Reopening](#)):**
 - **Physical distancing** of at least 6 feet when in public, except with members of your household – “**Farther is Safer.**”
 - **Wearing cloth face coverings** when physical distancing cannot be consistently maintained.
 - **Handwashing** with soap and water or hand sanitizer if hands are not visibly soiled.
 - **Cleaning surfaces** with soap and water or disinfectant.
 - **Staying home** if you are sick or instructed to isolate/quarantine.
- Continue following the **General Guidelines for Everyone Throughout all Phases (pages 6-8)**.
- **Social settings and gatherings are limited to 50 people maximum.** Avoid social settings of more than 50 people that do not readily allow for maximizing physical distancing.
- **Non-essential travel can be cautiously resumed.** Follow CDC guidelines regarding travel.

Higher-risk Individuals

- **Stay at home as much as possible.**
- Continue following the **General Guidelines for Everyone Throughout all Phases (pages 6-8)**.
- Members of households with higher-risk residents should be aware that by returning to work or other environments where distancing is not practical, **they could carry the virus back home.**

General Guidance for Employers and Other Organizations

- Continue following the **General Guidelines for Everyone Throughout all Phases (pages 6-8)**.
- **Follow the Guidance for Specific Types of Employers and Other Organizations (beginning on page 10).**
- Continue to **encourage telework**, whenever possible and feasible with business operations.
- Implement **strict physical distancing protocols** when possible.
- When reopening or expanding services, employers individually must consider **risk to patrons and employees.**
- If possible, **slowly transition to increasing services** in order to give your organization time to build and test safety protocols.
- **Limit use of common areas** where employees are likely to congregate and interact.
- **Non-essential travel can be cautiously resumed.** Follow CDC guidelines regarding travel.
- Strongly **consider special accommodations** for higher-risk individuals.

Guidance for Specific Types of Employers and Other Organizations

The following tables provide industry- and setting-specific guidance for Phase Two reopening. **It is not possible for this document to contain an exhaustive list** of all the employers, organizations and settings in our community. **Many businesses have service models that fall under the guidance of several categories.** For instance, an apartment management company may be an office setting, have a fitness center and a pool. Any establishment serving food or beverage for onsite consumption must follow the food service category guidelines. **For questions, please see the support opportunities outlined on page 5. The purpose of this section is to outline specific sectors that may reopen with modification or are not allowed to reopen at this time. Based on community input, several categories have been added or combined for simplicity of guidance.**

This plan provides guidance on how to slowly expand services beyond what was allowed during Phase One. **Therefore, if certain services or alternative business models were permitted under Phase One, they are still permitted under this plan.** The tables below are modified for our community based on the categories outlined in the [Public Health Principles for a Phased Reopening During COVID-19: Guidance for Governors](#).

General Businesses

If certain services or alternative business models were permitted under Phase One, they are still permitted under this plan.

Phase Two Category	Phase Two Guidance	Additional Resources
<p>Office settings</p> <p>Subcategories include:</p> <ul style="list-style-type: none"> • General office workers for many types of organizations • Finance and insurance • IT, logistics and media • Photographers • Real-estate, leasing and housing rentals • Some non-profits 	<ul style="list-style-type: none"> • Continue to follow the “General Guidelines for Everyone Throughout all Phases” (pages 6-8) and the Phase Two “General Guidance for Employers and Other Organizations” (page 9) except as modified below. • When at least 6 feet of physical distancing cannot be consistently maintained, employees and patrons must wear face coverings. • Sanitize surfaces and items between users. • Open doors/windows when practical and allowed by regulatory body, utilize outdoor spaces as practical and follow CDC guidance regarding airflow/ventilation as it continues to emerge. • As practical, designate an entrance and a separate clearly designated exit to support physical distancing. This may also mean creating entrance and exit “lanes” if a doorway has two doors and no separate entrance/exit can be practically utilized. • Treat every patron and employee as if they are potentially infectious. • Continue to encourage telework as much as possible. • Limit meeting room capacity to facilitate at least 6 feet of physical distancing between attendees and encourage as many attendees as possible to join via teleconference. 	<ul style="list-style-type: none"> • CDC

<p>Food service (all business models that include food or beverage for onsite consumption)</p> <p>Subcategories include:</p> <ul style="list-style-type: none"> • Restaurants and similar food establishments • Bars and breweries for seated consumption • Bakeries • Coffee shops • Events • Food trucks and food truck parks • All other establishments with food or beverage for onsite consumption <p>NOT Open in Phase Two:</p> <ul style="list-style-type: none"> • The bar/counter section of seating within an establishment • Self-service food, beverage, etc. • Non-seated on premise consumption of food or beverage 	<ul style="list-style-type: none"> • Gatherings are high-risk activities. According to the CDC the virus spreads easily between people, especially when they gather. • Continue to follow the “General Guidelines for Everyone Throughout all Phases” (pages 6-8) and the Phase Two “General Guidance for Employers and Other Organizations” (page 9) except as modified below. • When at least 6 feet of physical distancing cannot be consistently maintained, employees and patrons must wear face coverings (employees and patrons must wear cloth face coverings when physical distancing is broken for the delivery of food and beverage). • Sanitize surfaces and items between users. • Open doors/windows when practical and allowed by regulatory body, utilize outdoor spaces as practical and follow CDC guidance regarding airflow/ventilation as it continues to emerge. • As practical, designate an entrance and a separate clearly designated exit to support physical distancing. This may also mean creating entrance and exit “lanes” if a doorway has two doors and no separate entrance/exit can be practically utilized. • Treat every patron and employee as if they are potentially infectious. • Curbside pickup and delivery options should still be offered, when possible. • Establishments can open only with tables spaced to allow for at least 6 feet of physical distancing between groups of patrons. Physical distancing between groups of patrons applies to both indoor and outdoor seating. • A maximum of 10 people per table, with the understanding that face coverings cannot be worn while eating and physical distancing is intermittently broken during the delivery of food and beverage items by servers (employees and patrons must wear cloth face coverings when physical distancing is broken for the delivery of food and beverage). • Physical distancing of at least 6 feet must be maintained in both the kitchen and dining room. Use floor markers to reinforce physical distancing while waiting to place an order/pay, pick up an order or when approaching the host/hostess station. If groups are not seated immediately, consider implementing a test/call or intercom system to alert patrons of available seating. Groups of diners cannot wait inside or congregate while waiting. • The bar/counter section within an establishment is not open for seating or standing due to the tendency to congregate and because of the danger of respiratory droplets landing on the service area. Alcohol can be served from the bar and taken to patrons in seated areas of the establishment. 	<ul style="list-style-type: none"> • National Restaurant Association • FDA
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Food service, continued

- **Self-service is not permitted** (for example, salad bars, buffets, beverage service except touch-free fountain drinks, and shared condiments) due to the use of communal serving instruments and surfaces. Plated buffet orders and cafeteria style (with a no-gap barrier between diner and buffet) models are encouraged as alternatives to self-service. (It is not anticipated that self-service will be permitted even in Phase Three due to the high risk presented by communal instruments and surfaces in an eating environment.)
- **Condiments** must be single-serve, provided by request only (not tabletop) and cannot be reused.
- **Menu** boards, single use menus or sanitizing of menus between each use is required.
- **Hand sanitizer** should be available at the entrance of the establishment and/or where customers pick up their order, if applicable.
- **Employees should wear gloves only as required** by this document, [FDA's Food Code](#) and according to [CDC guidance](#). The use of gloves does not replace handwashing.
- **Use rolled silverware/napkins** stored in sealed bins (cloth face covering and gloves should be worn by staff while rolling silverware in a designated sanitary area).
- **Establishments with leisure activities** (pool, darts, bowling, etc.) must follow the guidance for these activities (see guidance for leisure spaces starting on page 16-18). Additionally, patrons must wash their hands or use hand sanitizer before and after engaging in these activities. Food and beverage cannot be consumed while participating in the leisure activities.
- **Follow the music and entertainment guidelines** (see page 20) regarding live performances in these settings. No dancing by patrons.

<p>Personal care/services industries</p> <p>Subcategories include:</p> <ul style="list-style-type: none"> • Body piercing facilities • Massage facilities • Salons • Spas • Tanning salons • Tattoo parlors • Educational situations where these services are proctored or taught <p>NOT permitted in Phase Two:</p> <ul style="list-style-type: none"> • Food and beverage cannot be consumed by the client in these settings when the employee is within 6 feet of the client, regardless of barriers. • Services that would require the removal of the client's face covering cannot be performed. Client and employee/service provider must wear a cloth face covering if service provided requires worker to be within 6 feet of the client. 	<ul style="list-style-type: none"> • Continue to follow the “General Guidelines for Everyone Throughout all Phases” (pages 6-8) and the Phase Two “General Guidance for Employers and Other Organizations” (page 9) except as modified below. • When at least 6 feet of physical distancing cannot be consistently maintained, employees and patrons must wear face coverings. • Sanitize surfaces and items between users. • Open doors/windows when practical and allowed by regulatory body, utilize outdoor spaces as practical and follow CDC guidance regarding airflow/ventilation as it continues to emerge. • As practical, designate an entrance and a separate clearly designated exit to support physical distancing. This may also mean creating entrance and exit “lanes” if a doorway has two doors and no separate entrance/exit can be practically utilized. • Treat every patron and employee as if they are potentially infectious. • Open by appointment only. Seating for patrons must be at least 6 feet apart in service areas. Patrons cannot wait inside. • Patrons and employees/service providers must be screened for exposure and illness prior to the service (Use the screening questions from the employee entrance safety sign available on the website). • Client and employee/service provider must wear a cloth face covering if service provided requires the worker to be within 6 feet of the client. • Employees can provide services to more than one client at a time (one active and one in process) with handwashing in between clients and the two clients are physically distanced at least 6 feet apart. • Services that would require the removal of the client's face covering cannot be performed. Having the employee/service provider wear both a face shield and cloth face covering is NOT a substitute for the client wearing a cloth face covering during services within 6 feet of the client. The employee's cloth face covering is not intended to protect the employee in these very close proximity situations (the client's cloth face covering reduces risk for the employee) and face shields are intended to protect the eyes/face only from direct large droplet exposure. • When practical, add plexiglass protective barriers to stations to reduce contact between patron and service providers. Required for nail and pedicure stations to separate the patron and service provider. 	<ul style="list-style-type: none"> • TN Cosmetology & Barber Guidelines • Professional Beauty Association
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<p>Personal care/services industries, continued.</p>	<ul style="list-style-type: none"> • Noting the potential discomfort clients may have wearing a mask in prone (face-down) position during a massage, consider using side-lying positioning to address the lateral and posterior aspects of the body. 	
<p>Retailers</p> <p>Subcategories include:</p> <ul style="list-style-type: none"> • General retail stores • Auto sales • Clothing stores • Consignment/thrift • Equipment rental companies • Furniture sales • Grocery stores • Office supply stores • Printing/mailing services <p>NOT Open in Phase Two:</p> <ul style="list-style-type: none"> • Sampling of food or products is prohibited. • Services that would require the removal of the client’s face covering cannot be performed. 	<ul style="list-style-type: none"> • Continue to follow the “General Guidelines for Everyone Throughout all Phases” (pages 6-8) and the Phase Two “General Guidance for Employers and Other Organizations” (page 9) except as modified below. • When at least 6 feet of physical distancing cannot be consistently maintained, employees and patrons must wear face coverings. • Sanitize surfaces and items between users. • Open doors/windows when practical and allowed by regulatory body, utilize outdoor spaces as practical and follow CDC guidance regarding airflow/ventilation as it continues to emerge. • As practical, designate an entrance and a separate clearly designated exit to support physical distancing. This may also mean creating entrance and exit “lanes” if a doorway has two doors and no separate entrance/exit can be practically utilized. • Treat every patron and employee as if they are potentially infectious. • Provide curbside, pickup and delivery service options, as practical, and encourage their use. • Limit the number of customers inside a store at any given time to allow for the free movement of and maximizing of physical distancing between patrons from different households. • Distancing floor markers must be used to encourage physical distancing of at least 6 feet throughout the store. Consider one-way aisle markers, as well. • Add plexiglass protective barriers for employees working registers. • Sampling of food or products is prohibited. • Rental equipment, including vehicles, must be disinfected by the retailer or be left unused for at least 72 hours before being rented to another user. <u>Follow CDC guidance for cleaning and disinfecting different types of surfaces.</u> • Services that would require the removal of the client’s face covering cannot be performed. 	<ul style="list-style-type: none"> • OSHA • NY state guidance • NC state guidance

<p>Gyms, fitness studios and similar facilities</p> <p>Subcategories include:</p> <ul style="list-style-type: none"> • Gyms and fitness studios and similar facilities • Physically distanced personal training, karate, dance, cheerleading, gymnastics and similar <p>NOT Open in Phase Two:</p> <ul style="list-style-type: none"> • Close interaction personal training, karate, dance, cheerleading, gymnastics and similar 	<ul style="list-style-type: none"> • Continue to follow the “General Guidelines for Everyone Throughout all Phases” (pages 6-8) and the Phase Two “General Guidance for Employers and Other Organizations” (page 9) except as modified below. • When at least 12 feet of physical distancing cannot be consistently maintained, employees and patrons must wear face coverings. • Sanitize surfaces and items between users. • Open doors/windows when practical and allowed by regulatory body, utilize outdoor spaces as practical and follow CDC guidance regarding airflow/ventilation as it continues to emerge. • As practical, designate an entrance and a separate clearly designated exit to support physical distancing. This may also mean creating entrance and exit “lanes” if a doorway has two doors and no separate entrance/exit can be practically utilized. • Treat every patron and employee as if they are potentially infectious. • Limit occupancy and workout times as needed to allow for the free movement of and maximizing of physical distancing between patrons. This must comfortably allow for the maintenance of a minimum of 6 feet of physical distancing at all times between patrons from different households who are wearing cloth face coverings. This is because heavier breathing while exercising is an activity that expels the virus further and in greater quantities than talking. If patrons choose not to wear cloth face coverings, facilities must maximize space between these patrons to a minimum of 12 feet in all directions (as a precaution, 12 feet serves as a doubling of the minimum for non-exercise distancing). Facilities may also choose to require patrons to wear cloth face coverings with a minimum of 6 feet of physical distancing between patrons. Facilities must individually consider the risk to patrons and employees when deciding whether to maximize space between patrons to 12 feet or require patrons to wear cloth face coverings. The facility can also designate separate areas to accommodate patrons who want to wear masks (6 feet of distancing minimum) and those who do not (12 feet of distancing minimum). • Signage must be visible at the entrance, front desk and throughout the facility instructing patrons of the distancing/mask requirements and stating that sanitizing stations must be used before and after the use of each piece of equipment. • Patrons and employees must be screened for exposure and illness prior to the service (Use the screening questions from the employee entrance safety sign available on the website). • Members must wash or sanitize their hands upon entering and leaving the facility. 	<ul style="list-style-type: none"> • CDC small business guidance
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<p>Gyms, fitness studios and similar facilities</p>	<ul style="list-style-type: none"> • Require patrons to clean equipment they come in contact with using disinfecting wipes before and after each use. This prohibits circuits performed by multiple users unless disinfecting occurs during the transition between users. • Operate with staffed hours only. Guest use is not allowed. • Equipment must be moved, restricted or marked off so clients can only use machines that are a minimum 6 feet apart, based on the physical distancing/face covering strategy for that area. • When possible, it is highly encouraged to offer classes via tele-instruction. Classes where a minimum of 6 feet of physical distancing can be consistently maintained can be offered. Floor space for each participant should be marked off to be at least 6 feet apart while wearing a cloth face covering or 12 feet apart if participants are not wearing a cloth face covering. Equipment and floor space must be sanitized between classes. Parents must maintain physical distancing when waiting during instruction for minors. 	
<p>Theaters, museums, galleries, dinner theaters and other misc. passive leisure spaces/activities</p>	<ul style="list-style-type: none"> • Continue to follow the “General Guidelines for Everyone Throughout all Phases” (pages 6-8) and the Phase Two “General Guidance for Employers and Other Organizations” (page 9) except as modified below. • When at least 6 feet of physical distancing cannot be consistently maintained, employees and patrons must wear face coverings. • Sanitize surfaces and items between users. • Open doors/windows when practical and allowed by regulatory body, utilize outdoor spaces as practical and follow CDC guidance regarding airflow/ventilation as it continues to emerge. • As practical, designate an entrance and a separate clearly designated exit to support physical distancing. This may also mean creating entrance and exit “lanes” if a doorway has two doors and no separate entrance/exit can be practically utilized. • Treat every patron and employee as if they are potentially infectious. • Theaters and dinner theaters may only operate with limited seating for groups of up to 10 people together. Seating between groups must be at least 6 feet in all directions. • Floor markers must be placed to encourage physical distancing of 6 feet throughout the facility. Activity areas for children and interactive displays remain closed. Engage in enhanced sanitation practices. • Classes and other types of gatherings must follow the guidance for gatherings. 	<ul style="list-style-type: none"> • Americans for the Arts • American Alliance of Museums

<p>Non-passive leisure spaces/activities</p> <p>Subcategories include:</p> <ul style="list-style-type: none"> • Arcades/arcade machines • Bowling alleys • Climbing gyms and rock walls within facilities • Go kart facilities • Golf course driving ranges and mini-golf • Laser tag • Night clubs/adult entertainment • Pool tables • Shooting ranges • Skating rinks • Trampoline parks and trampolines within facilities <p>NOT Open in Phase Two</p> <ul style="list-style-type: none"> • Indoor children’s play areas unable to be sanitized between users, including but not limited to ball and foam pits 	<ul style="list-style-type: none"> • Offer tele-participation options and other alternative participation models as much as possible. Gatherings are high-risk activities. According to the CDC the virus spreads easily between people, especially when they gather. • Continue to follow the “General Guidelines for Everyone Throughout all Phases” (pages 6-8) and the Phase Two “General Guidance for Employers and Other Organizations” (page 9) except as modified below. • When at least 6 feet of physical distancing cannot be consistently maintained, employees and patrons must wear face coverings. If participation in the leisure activity is a form of exercise, patrons should wear masks throughout the duration of the activity due to the varied surfaces and likelihood of breaking of physical distancing in these settings. • Sanitize surfaces and items between users. • Open doors/windows when practical and allowed by regulatory body, utilize outdoor spaces as practical and follow CDC guidance regarding airflow/ventilation as it continues to emerge. • As practical, designate an entrance and a separate clearly designated exit to support physical distancing. This may also mean creating entrance and exit “lanes” if a doorway has two doors and no separate entrance/exit can be practically utilized. • Treat every patron and employee as if they are potentially infectious. • Patrons must be screened for exposure and illness prior to any non-passive indoor activities (Use the screening questions from the employee entrance safety sign available on the website). • Equipment must be sanitized between users. High-traffic areas and high-touch surfaces (such as counters, check-out areas, keypads, restrooms) should be sanitized every hour. • Equipment must be moved, restricted or marked off so patrons can only use equipment/machines that are at least 6 feet apart. • Patrons must wash or sanitize their hands upon entering and leaving the facility. Hand sanitizer stations should be readily available throughout the facility. Hand sanitizer must be used before and after utilizing shared equipment BUT is not a substitute for hourly sanitizing of this equipment. • Signs must be visible at the entrance, front desk and throughout the facility stating that sanitizing stations must be used before and after the use of each piece of equipment. • Communal items (bowling balls, pool balls and cues, putters, etc.) must be provided by employees to patrons and cannot be available for patrons to self-serve. Employees must sanitize each communal item between users. Patrons can bring their own equipment. 	<ul style="list-style-type: none"> • CA entertainment venue guidance
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Non-passive leisure spaces/activities, continued

- **Food** can be served at these establishments (follow guidelines for food service starting on page 11) but not during use of leisure activities. Signage should encourage hand washing prior to eating.
- **Parents/guardians** must follow physical distancing and cloth face covering guidelines while supervising children participating in recreational activities and ensure that children are able to comply with applicable guidelines (for example, physical distancing, wearing a cloth face covering). **Teach and reinforce the use of cloth face coverings. Cloth face coverings should not be placed on babies or children younger than 2 years old.**
- **Arcades/arcade machines** can only operate if there is a sanitizing wipe station set up next to each piece of arcade equipment available for use.
- **Climbers must use hand sanitizer immediately before and after utilizing a rock wall.** If chalk is used on hands, hand washing with soap and water should be performed after climbing. Climbers must wear cloth face coverings while on the wall due to the proximity of a climber's face and the wall. Climbing walls must be sanitized each hour they are in use.
- **Trampoline parks and trampolines within facilities** can open with a minimum of 15 minutes wait time between users from different households or clean between users from different households. Participants must use hand sanitizer immediately after utilizing the trampoline. These facilities must be deep cleaned daily.
- **Roller and ice skating rink** skate sessions are limited to 2 hours with a **maximum** of 50 people per session AND skaters must be able to comfortably maximize physical distancing between different households. Cloth face coverings must be worn by all patrons and employees while skating.
- **Night clubs/adult entertainment** can operate if all patrons are seated according to the food service guidelines (regardless of whether they order food or beverage) and can provide food service if they follow the food service guidelines (starting on page 11). Facilities may only operate with limited seating for groups of up to 10 people together. Seating between groups must be at least 6 feet in all directions. Dancing by entertainers is allowed on stage only and must follow the music and live entertainment guidelines (page 20). Close-contact dancing by entertainers is not allowed. No dancing by patrons. Employees (including adult entertainers) and patrons must wear cloth face coverings when physical distancing of at least 6 feet of physical distancing cannot be consistently maintained.

<p>Workers who enter the homes or facilities of others, including:</p> <ul style="list-style-type: none"> • Cleaning services • Contractors • Electricians • Plumbers • Real-estate • Sales 	<ul style="list-style-type: none"> • Continue to follow the “General Guidelines for Everyone Throughout all Phases” (pages 6-8) and the Phase Two “General Guidance for Employers and Other Organizations” (page 9) except as modified below. • When at least 6 feet of physical distancing cannot be consistently maintained, employees and patrons must wear face coverings (or PPE where industry guidance instructs its use). • Sanitize surfaces and items between users. • Treat every client and worker as if they are potentially infectious. • Workers must self-screen for exposure and illness daily and ask whether anyone in the home or facility has been exposed or ill prior to entering (Use the screening questions from the employee entrance safety sign available on the website). • All services that can be conducted remotely should continue to be remote or physically distanced from outside the entrance of the home or business (for example, door-to-door sales). 	
<p>Pet grooming, daycare programs and veterinary clinics</p>	<ul style="list-style-type: none"> • Continue to follow the “General Guidelines for Everyone Throughout all Phases” (pages 6-8) and the Phase Two “General Guidance for Employers and Other Organizations” (page 9) except as modified below. • When at least 6 feet of physical distancing cannot be consistently maintained, employees and patrons must wear face coverings. • Sanitize surfaces and items between users. • Open doors/windows when practical and allowed by regulatory body, utilize outdoor spaces as practical and follow CDC guidance regarding airflow/ventilation as it continues to emerge. • As practical, designate an entrance and a separate clearly designated exit to support physical distancing. This may also mean creating entrance and exit “lanes” if a doorway has two doors and no separate entrance/exit can be practically utilized. • Treat every patron and employee as if they are potentially infectious. • The risk of COVID-19 spreading from people to animals is thought to be low. • The owner and employee must wear cloth face coverings if at least 6 feet of physical distancing cannot be maintained between owner and employee during the service (for example, the owner assisting in calming the animal). • These establishments should not use the owner’s leash. • Veterinary clinics should consult industry and CDC guidance. 	

<p>Music and live entertainment</p>	<ul style="list-style-type: none"> • Rehearsals, instruction and performance of vocals and breath-propelled instruments are encouraged to be offered by tele-participation/service. • Singing, projection of voice for spoken performance and breath-propelled instruments are higher-risk activities that expel the virus further and in greater quantities than talking (as a precaution, physical distancing of these types of performers must be doubled to at least 12 feet in all directions from the audience, other performers and instructors). Adopt seating and spacing modifications to facilitate the increased physical distancing. • In-person rehearsals, instruction and performance of non-vocal and non-breath-propelled instruments and other types of performances may occur if physical distancing of at least 6 feet is maintained or cloth face coverings are worn when unable to consistently maintain physical distancing. Performers should avoid touching each other. • Instruments, microphones and any other shared objects must be properly sanitized between users. • Performances must follow the guidelines for theaters (when applicable) and gatherings. 	
<p>Lodging and accommodations</p>	<ul style="list-style-type: none"> • Continue to follow the “General Guidelines for Everyone Throughout all Phases” (pages 6-8) and the Phase Two “General Guidance for Employers and Other Organizations” (page 9) except as modified below. • When at least 6 feet of physical distancing cannot be consistently maintained, employees and patrons must wear face coverings. • Sanitize surfaces and items between users. • Open doors/windows when practical and allowed by regulatory body, utilize outdoor spaces as practical and follow CDC guidance regarding airflow/ventilation as it continues to emerge. • As practical, designate an entrance and a separate clearly designated exit to support physical distancing. This may also mean creating entrance and exit “lanes” if a doorway has two doors and no separate entrance/exit can be practically utilized. • Treat every patron and employee as if they are potentially infectious. • Follow additional State Lodging & Accommodations Guidelines 	

<p>Manufacturing and warehouses</p>	<ul style="list-style-type: none"> • Continue to follow the “General Guidelines for Everyone Throughout all Phases” (pages 6-8) and the Phase Two “General Guidance for Employers and Other Organizations” (page 9) except as modified below. • When at least 6 feet of physical distancing cannot be consistently maintained, employees and patrons must wear face coverings (or PPE where industry guidance instructs its use). • Sanitize surfaces and items between users. • Open doors/windows when practical and allowed by regulatory body, utilize outdoor spaces as practical and follow CDC guidance regarding airflow/ventilation as it continues to emerge. • As practical, designate an entrance and a separate clearly designated exit to support physical distancing. This may also mean creating entrance and exit “lanes” if a doorway has two doors and no separate entrance/exit can be practically utilized. • Treat every client and employee as if they are potentially infectious. • Follow CDC Guidance for Manufacturing Workers and Employers. 	
<p>Construction</p>	<ul style="list-style-type: none"> • Continue to follow the “General Guidelines for Everyone Throughout all Phases” (pages 6-8) and the Phase Two “General Guidance for Employers and Other Organizations” (page 9) except as modified below. • When at least 6 feet of physical distancing cannot be consistently maintained, employees and patrons must wear face coverings (or PPE where industry guidance instructs its use). • Sanitize surfaces and items between users. • Open doors/windows when practical and allowed by regulatory body, utilize outdoor spaces as practical and follow CDC guidance regarding airflow/ventilation as it continues to emerge. • As practical, designate an entrance and a separate clearly designated exit to support physical distancing. This may also mean creating entrance and exit “lanes” if a doorway has two doors and no separate entrance/exit can be practically utilized. • Treat every client and employee as if they are potentially infectious. • Follow additional State Construction Worksite Guidelines. 	

Schools and Childcare Facilities

Phase Two Category	Phase Two Guidance	Additional Resources
<p>Childcare facilities and summer camps</p>	<ul style="list-style-type: none"> • Overnight programs/camps are not open. • Teach and reinforce the use of cloth face coverings. • Cloth face coverings should not be placed on babies or children younger than 2 years old • Childcare programs must follow the CDC’s Child Care Programs Reopening Decision Tool when making decisions regarding reopening. • Reopening of camps can occur for the purpose of providing childcare. Youth programs and camps must follow the CDC’s Youth Programs and Camps Reopening Decision Tool when making decisions regarding reopening. • Youth and summer camps should follow CDC guidance for youth and summer camps. • Sports camps and camps with sports activities should also follow CDC guidance on youth sports. Additionally, during Phase Two, only skill-building drills or team-based practice are allowed. These activities are defined as lower risk activities by the CDC. • In addition to the lower risk activities as described above, individual (non-contact) sporting competitions such as running or cycling can occur as long as they follow physical distancing, cloth face covering and limit of 50 people maximum as outlined in this section. 	<ul style="list-style-type: none"> • CDC Child Care, Schools, and Youth Sports • WHO • American Camp Association Association of Camp Nursing
<p>Schools and school sports</p>	<ul style="list-style-type: none"> • Schools should consider CDC guidance, state recommendations and local district guidance. • Schools are encouraged to follow the CDC’s Schools Reopening Decision Tool when making decisions regarding reopening. • Schools should follow all of the CDC guidance on youth sports. Additionally, during Phase Two, only skill-building drills or conditioning at home, alone or with family members, and team-based practice are allowed. These activities are defined as lower risk activities by the CDC. • In addition to the lower risk activities as described above, individual (non-contact) sporting competitions such as running or cycling can occur as long as they follow physical distancing, cloth face covering and limit of 50 people maximum as outlined in this section. 	<ul style="list-style-type: none"> • CDC schools • WHO • NCAA • CDC parks

Institutions of higher education (including their residence halls)	<ul style="list-style-type: none"> Follow state and federal guidance. 	<ul style="list-style-type: none"> CDC American College Health Association
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Outdoor Spaces & Recreation

Phase Two Category	Phase Two Guidance	Additional Resources
Parks, playgrounds, walking paths/trails, dog parks NOT open in Phase Two: <ul style="list-style-type: none"> Public playgrounds 	<ul style="list-style-type: none"> Public playgrounds remain closed in Phase Two. When at least 6 feet of physical distancing cannot be consistently maintained, wear face coverings. Open with physical distancing of 6 feet from anyone not in someone’s household. No congregating. Communal spaces such as bathrooms will be evaluated by operators on a park-by-park basis to determine appropriateness of opening. 	<ul style="list-style-type: none"> Guidance from MD Guidance from RI Guidance from Los Angeles, CA
Athletic fields, skateparks and other outdoor congregate/recreation settings Sports-related gatherings	<ul style="list-style-type: none"> When at least 6 feet of physical distancing cannot be consistently maintained, wear face coverings. Pavilions and shelters are open with physical distancing of 6 feet from anyone not in someone’s household. Athletic fields, courts and other athletic venues are available for single household use and for skill-building drills, conditioning and team-based practice. These activities are defined as lower risk activities by the CDC. As of the publication of this document, we recommend athletic programs and activities for all ages follow the CDC guidance on youth sports. In addition to the lower risk activities as described above, individual (non-contact) sporting competitions such as running or cycling can occur as long as they follow physical distancing, cloth face covering and limit of 50 people maximum as outlined in this section. Tennis and similar courts for singles and doubles use only, skateparks, golf courses, and other low-interaction/low-touch outdoor recreation spaces are open. Physical distancing of 6 feet must be maintained. Communal items must be sanitized between users. Maximum of 50 people for a gathering at one time (including athletes, coaches, and spectators), observing physical distancing and mask wearing guidelines. 	<ul style="list-style-type: none"> Guidance from the National Mall Trust in Washington, DC Guidance from MD Guidance from CA CDC parks WHO guidance for mass gatherings-Sports Addendum WHO Interim guidance for all mass gatherings WHO generic mass gathering decision tree CDC guidance

Zoo	<ul style="list-style-type: none"> • Continue to follow the “General Guidelines for Everyone Throughout all Phases” (pages 6-8) and the Phase Two “General Guidance for Employers and Other Organizations” (page 9) except as modified below. • When at least 6 feet of physical distancing cannot be consistently maintained, employees and patrons must wear face coverings. • Sanitize surfaces and items between users. • Treat every patron and worker as if they are potentially infectious. • Limit the number of patrons at any given time to allow for the free movement of and maximizing of physical distancing between patrons from different households. • Markers must be placed to encourage physical distancing of 6 feet. • Engage in enhanced sanitation practices. • Indoor and interactive exhibits can reopen and must follow the leisure space guidance (pages 16-18). • Classes and camps can be offered consistent with guidance for gatherings and childcare/camps, as applicable. • Children’s play areas and interactive displays remain closed. 	
Pools, splashpads, beaches and other water venues	<ul style="list-style-type: none"> • The risks related to pools, splashpads, beaches and other water venues are due to the tendency to congregate with others at these venues. When at least 6 feet of physical distancing cannot be consistently maintained outside of the water, employees (if staffed) and patrons must wear face coverings. Swimming or playing in a splashpad with a cloth face covering is prohibited as it is a potential hazard. Employees and patrons should make all efforts to maintain physical distancing between members of different households while swimming, playing, etc., except in emergency situations. • Parents/guardians must follow physical distancing and cloth face covering guidelines while supervising children participating in recreational activities and ensure that children are able to comply with applicable guidelines (for example, physical distancing, wearing a cloth face covering). Teach and reinforce the use of cloth face coverings. Cloth face coverings should not be placed on babies or children younger than 2 years old. • Patrons should bring their own towels. • When pools, splashpads, beaches and other water venues are required by their regulatory body to have a lifeguard, they must be staffed by an individual other 	<ul style="list-style-type: none"> • CDC Water • CDC Aquatic Venues • AHA Interim FAQ for Communities: COVID-19 and CPR Training

<p>Pools, splashpads, beaches and other water venues, continued</p>	<p>than the lifeguard who shall be responsible for maintaining safety protocols and cleaning.</p> <ul style="list-style-type: none"> • Facility owners are responsible for displaying signage about physical distancing and cleaning shared surfaces. • Limit occupancy as needed to allow for the free movement of and maximizing of physical distancing between patrons. This must comfortably allow for the maintenance of a minimum of 6 feet of physical distancing at all times between patrons from different households. • Modify layouts of deck chairs and tables to be spaced to allow for at least 6 feet of physical distancing between groups of patrons from different households. • Individual swim lessons and practice are permitted when following the other guidelines. Also follow the athletic guidelines (page 23). • Encourage lap swimming and consider other ways to reinforce physical distancing in the water and around the pool area. • Facility owners are responsible for having cleaning products available for patrons to self-clean shared surfaces (chairs, railings, etc.) before and after each use. Use cleaning products appropriate for aquatic venues to clean frequently touched surfaces, chairs and locker rooms. • Public whirlpools, hot tubs and other pools of similar type and usage are not open except for use by one household at a time. 	
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Community Gathering Spaces

Phase Two Category	Phase Two Guidance	Additional Resources
<p>Places of worship</p>	<ul style="list-style-type: none"> • See the Governor’s Office of Faith-Based and Community Initiatives Guidance for Gathering Together in Houses of Worship. 	<ul style="list-style-type: none"> • CDC • FAQ for Faith Leaders from NYC • Guidance from NY state • Risk Assessment from WHO • Decision Tree from WHO • WHO considerations for religious mass gatherings

<p>Community centers and libraries</p> <p>Senior centers are not open in Phase Two.</p>	<ul style="list-style-type: none"> • Offer tele-participation options and other alternative participation models as much as possible. Gatherings are high-risk activities. According to the CDC the virus spreads easily between people, especially when they gather. • Continue to follow the “General Guidelines for Everyone Throughout all Phases” (pages 6-8) and the Phase Two “General Guidance for Employers and Other Organizations” (page 9) except as modified below. • When at least 6 feet of physical distancing cannot be consistently maintained, employees and patrons must wear face coverings. • Sanitize surfaces and items between users. • Open doors/windows when practical and allowed by regulatory body, utilize outdoor spaces as practical and follow CDC guidance regarding airflow/ventilation as it continues to emerge. • As practical, designate an entrance and a separate clearly designated exit to support physical distancing. This may also mean creating entrance and exit “lanes” if a doorway has two doors and no separate entrance/exit can be practically utilized. • Treat every patron and employee as if they are potentially infectious. • Libraries should use alternative service models for the request of books and other materials due to the tendency of patrons to touch and reshelv materials. Books and other materials must be quarantined for 72 hours before being made available for recirculation after being checked out to patrons. 	<ul style="list-style-type: none"> • CDC
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Transportation

Phase Two Category	Phase Two Guidance	Additional Resources
Public transit	<ul style="list-style-type: none"> • Buses are encouraged to operate following CDC guidance. 	CDC , NY state guidance for public transportation
Airplanes	<ul style="list-style-type: none"> • Continue to operate within guidance from CDC. 	CDC
Rideshare and taxis	<ul style="list-style-type: none"> • Drivers and passengers must wear cloth face coverings. Passengers should ride in the back to create physical distance. • Have tissues and hand sanitizer available for passengers. • Disinfect vehicle often, especially after dropping off a passenger who appears to be sick or who has come from or is taken to a medical facility. 	CDC guidance , Washington State Guidance for Rideshare/Taxis , Toronto Guidance

Gatherings

Phase Two Category	Phase Two Guidance	Additional Resources
<p>Indoor and outdoor gatherings and venues (birthday parties, classes/onsite instruction, meetings, events, concerts, etc.)</p>	<ul style="list-style-type: none"> • Offer tele-participation options and other alternative participation models as much as possible. Gatherings are high-risk activities. According to the CDC the virus spreads easily between people, especially when they gather. Gatherings are high-risk activities because of the prolonged time spent in the vicinity of the other participants and the increased likelihood of intermittent breaking of physical distancing. Across the nation, many clusters of cases have been traced back to weddings, funerals, house parties, concerts, athletic activities and workplace meetings. Fulfilling both the letter and spirit of the guidance for gatherings will be important for preventing clusters in our community. Out of respect for the safety of others, tele-participation options should be offered to all participants invited to social and professional gatherings, especially individuals who are higher-risk, who live with higher-risk individuals or who provide support to higher-risk individuals. • Continue to follow the “General Guidelines for Everyone Throughout all Phases” (pages 6-8) and the Phase Two “General Guidance for Employers and Other Organizations” (page 9) except as modified below. • When at least 6 feet of physical distancing cannot be consistently maintained, employees and patrons must wear face coverings. • Gatherings have a maximum of 50 people for the entire duration of the event (including open house type gatherings). Large event venues can split apart their event spaces into more than one event space. Simultaneous events must be unrelated and guests at each event cannot attend the other events. • Agendas and event spaces should be arranged to discourage congregating between individuals of different households. Professional event venues and organizers must provide a copy of the guidelines to clients. Develop flexible refund policies for organizers and attendees. • Maintain physical distancing of at least 6 feet between attendees from different households. Wear a cloth face covering when unable to consistently maintain physical distancing. 	<ul style="list-style-type: none"> • CDC Mass Gathering guidance • CDC guidance • National Funeral Directors Association guidance

Indoor and outdoor gatherings and venues, continued	<ul style="list-style-type: none">• Table and chairs must be set to accommodate physical distancing. It is highly encouraged to maximize the space between households in attendance at a gathering for a prolonged period of time.• Follow the food service guidelines earlier in this document for any provision of food or beverage. No self-service. Beverages must be served only to seated guests.• Dancing is not allowed.• When possible, limit car services (for example, valets). If necessary to continue offering car services, ensure employees and patrons are wearing cloth face coverings and wipe down all surfaces touched before and after use (e.g., keys, wheel, door handle).• It is anticipated that Phase Three guidance will include separate indoor and outdoor guidelines.	
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