



# HANCOCK PUBLIC HEALTH

Your Recognized Leader in Population Health



## **COVID-19 Restaurant and Bar Reopening Resources**

### **THE FOLLOWING ARE INCLUDED IN THIS PACKET:**

#### **1) Responsible Restart Ohio Restaurants and Bars Guide**

- This two-page document outlines current requirements for Restaurants and Bars. Please read each point carefully as businesses are only permitted to be open as long as workplace safety standards are met.

#### **2) Employee Symptom Assessment Tool**

- Employees must conduct a daily symptom assessment and stay home if symptomatic. This tool can be used to ensure all employees report illness symptoms. Symptom assessments should be performed at home or start of shift and then recorded on this tool. *Symptoms of COVID-19 include cough, shortness of breath, difficulty breathing, fever, chills, repeated shaking with chills, muscle pain, headaches, sore throat, and new loss of taste or smell.*

#### **3) Food Employee Health Policy**

- This updated health policy form includes COVID-19 symptoms and diagnosis as a required item that employees share with their employer. ALL employees should read and sign this new form. A copy needs to be kept on file for review by Hancock Public Health if necessary.

#### **4) COVID-19 symptom sign**

- All restaurants and bars are required to post a sign in a conspicuous location of COVID-19 symptoms for patrons and employees to view.

#### **5) Maximum Dining Area Capacity Sign**

- Restaurants and bars need to establish and post a maximum dining area capacity using COVID-19 compliant floor plans. Floor plans need to have seating arrangements that keep a 6 foot distance or a physical barrier between parties and no party larger than 10 people. This sign also asks customers and guests not to enter if symptomatic.

### **STAFF TRAINING REQUIREMENT:**

#### **COVID-19 Food Safety Training**

- ServSafe or other approved COVID-19 education needs to be provided to staff. FREE!! Online training regarding COVID-19 and Restaurant Reopening from ServSafe can be found at:

<https://www.servsafe.com/Landing-Pages/Free-Courses>

Maintain copies of training certificates for review by Hancock Public Health if necessary.

*For questions or information regarding this guidance, contact Hancock Public Health at (419) 424-7870.*

# Responsible RestartOhio

## Restaurants and Bars



For questions or information regarding this guidance, contact Hancock Public Health at (419) 424-7870

### Mandatory

#### Employees

- **Ensure minimum of six feet between employees, if not possible, utilize barriers if applicable and increase the frequency of surface cleaning, handwashing, sanitizing and monitor compliance**
- Businesses must allow all customers, patrons, visitors, contractors, vendors and similar individuals to use facial coverings, except for specifically documented legal, life, health or safety considerations and limited documented security considerations
- Businesses must require all employees to wear facial coverings, except for one of the following reasons:
  - Facial coverings in the work setting are prohibited by law or regulation
  - Facial coverings are in violation of documented industry standards
  - Facial coverings are not advisable for health reasons
  - Facial coverings are in violation of the business's documented safety policies
  - Facial coverings are not required when the employee works alone in an assigned work area
  - There is a functional (practical) reason for an employee not to wear a facial covering in the workplace

*(Businesses must provide written justification, upon request, explaining why an employee is not required to wear a facial covering in the workplace. At minimum, facial coverings (masks) should be cloth/fabric and cover an individual's nose, mouth, and chin.)*

- Employees must perform daily symptom assessment\*
- Require employees to stay at home if symptomatic and perform daily symptom assessment requirements before returning to work
- Provide ServSafe, or other approved COVID-19 education, as soon as possible. Add COVID-19 symptoms to the current standard Health Agreement required by the food safety code
- Require regular handwashing by employees
- Comply with person in charge certification requirements and manager certification requirements as set forth in OAC 3701-21-25 and OAC 3717-1-02.4 as applicable
- Maintain compliance with ODH sanitation and food safety regulations
- Limit number of employees allowed in break rooms at the same time and practice social distancing. Maximum to be current group size per state guidelines (currently 10)

### Recommended Best Practices

- Encourage 3rd-party delivery staff to wait outside or in non-congested areas practicing social distancing guidelines. Encourage 3rd-party delivery staff to wear face coverings
- Educate on proper use, disposal, and maintenance of face coverings. Enhance education on proper use of gloves, per code
- Health checks may include temperature assessments, questionnaires, employee self-checks, screening apps or other tools. Update files with log of "health checks"
- Conduct telephone symptom assessment\* for employees who were ill and planning to return to work
- As employee rehiring begins, consider virtual interviewing and on-boarding when possible
- Reinforce education per current food safety code about when to wash hands. Post health department handwashing posters at sinks and stations. Set times for periodic handwashing
- Avoid switching tasks when possible to reduce cross contamination concerns. Increase handwashing if changing tasks is necessary

\*Daily symptom assessments should include assessing for symptoms and taking your temperature with a thermometer and monitoring for fever. Per the CDC, symptoms include cough, shortness of breath, difficulty breathing, fever, chills, repeated shaking with chills, muscle pain, headaches, sore throat, and new loss of taste or smell

## Mandatory

### Customers & Guests

- **Ensure a minimum of six feet between parties waiting and when dining - if not possible, utilize barriers or other protective devices**
- Post a list of COVID-19 symptoms in a conspicuous place
- Ask customers and guests not to enter if symptomatic
- Provide access to hand washing methods while in the food service establishment, and if possible, place approved hand washing/sanitizing products in high-contact areas
- Food service establishments offering dine-in service must take affirmative steps with customers to achieve safe social distancing guidelines

### Physical Spaces

- Establish and post maximum dining area capacity using updated COVID-19 compliant floor plans. With maximum party size per state guidelines (currently 10)
- Post a kitchen floor plan, establishing safe social distancing guidelines and following established state health dept guidance for masks and gloves
- Daily cleaning for the entire establishment. Clean and sanitize tabletops, chairs, and menus between seatings. Clean all high touch areas every two hours, and more frequently as needed (e.g. door handles; light switches; phones, pens, touch screens)
- Provide approved hand washing/sanitizing products in common areas
- When appropriate, establish ordering areas and waiting areas with clearly marked safe distancing and separations per individual/social group for both restaurant and bar service
- Remove self-service, table, and common area items (e.g. table tents, vases, lemons, straws, stir sticks, condiments)
- Salad bars and buffets are permitted if served by staff with safe six feet social distancing between parties
- Private dining and bar seating areas within a foodservice establishment must follow all approved safe social distancing guidelines
- The open congregate areas in restaurants and bars that are not necessary for the preparation and service of food or beverages (billiards, card playing, pinball games, video games, arcade games, dancing, entertainment) shall remain closed

### Confirmed Cases

- Immediately isolate and seek medical care for any individual who develops symptoms while at work
- Contact Hancock Public Health about suspected cases or exposures
- Shutdown area for deep sanitation if possible

## Recommended Best Practices

- Face coverings are recommended at all times, except when eating
- Health questions for symptoms\*\* posted at the entrance
- If possible, identify a dedicated entrance door and exit door. When possible, enable dining room ventilation (e.g. open doors and windows)
- When possible, encourage customers to make dine-in reservations or use drive through, pick-up, call-in, curbside or delivery options
- Encourage at-risk population to utilize alternative options such as using the drive through, pick-up, call-in, curbside, or delivery options

- Utilize barriers in high volume areas
- If possible, stagger workstations so employees avoid standing directly opposite or next to each other. If not possible, increase the frequency of surface cleaning, handwashing, sanitizing, and monitor compliance
- Limit entrance and exit options when possible while still maintaining code regulations
- Enhance weekly deep cleaning checklists. Consider posting communication to indicate table has been cleaned. Utilize disposable menus when possible
- Post health department "best practices" highlighting continuous cleaning and sanitizing of all food equipment and common surfaces
- Continue to emphasize employee education and compliance with hand washing, glove use, employee health, and food handler training
- Consider air filtration improvements within HVAC system
- Encourage and continue to use designated curbside pickup zones for customers

- Work with Hancock Public Health to identify potentially infected or exposed individuals to help facilitate effective contact tracing/ notifications
- Once testing is readily available, test all suspected infections or exposures
- Following testing, contact Hancock Public Health to initiate appropriate care and tracing

\*\* Per the CDC, symptoms include cough, shortness of breath, difficulty breathing, fever, chills, repeated shaking with chills, muscle pain, headaches, sore throat, and new loss of taste or smell



## FOOD EMPLOYEE HEALTH POLICY

### PURPOSE

The purpose of the Food Employee Illness Reporting Policy is to ensure that all food employees notify the Owner/General Manager, or other “person-in-charge” (PIC) when you experience any of the conditions listed so that appropriate steps are taken to preclude transmission of foodborne illness or communicable diseases.

### POLICY

\_\_\_\_\_ is committed to ensuring the health, safety and well being of our employees and customers and complying with all health department regulations. All food employees shall report if they are experiencing any of the following symptoms to their PIC:

☆ **COVID-19 Symptoms including cough, shortness of breath, difficulty breathing, fever, chills, repeated shaking with chills, muscle pain, headaches, sore throat and new loss of taste or smell.**

☆ Diarrhea

☆ Fever [Especially if accompanied by Sore Throat]

☆ Vomiting

☆ Jaundice

☆ Infected Cuts, Boils or Lesions [regardless of size] containing pus on fingers, hands or any exposed body part

☆ Any acute Gastrointestinal Symptoms

Food employees should also notify their PIC whenever diagnosed by a healthcare provider as being ill with any of the following diseases that can be transmitted through food or person-to-person by casual contact:

- |                            |                    |
|----------------------------|--------------------|
| ➤ Campylobacter            | ➤ Norovirus        |
| ➤ Cryptosporidium          | ➤ Salmonella spp.  |
| ➤ Cyclospora               | ➤ Salmonella Typhi |
| ➤ Entamoeba Histolytica    | ➤ Shigella         |
| ➤ Escherichia Coli O157:H7 | ➤ Vibrio Cholerae  |
| ➤ Giardia                  | ➤ Yersinia         |
| ➤ Hepatitis A              | ➤ <b>COVID-19</b>  |

In addition to the above conditions, food employees shall notify their PIC if they have been exposed to the following high-risk conditions:

- Exposure to or suspicion of causing any confirmed outbreak involving the above illnesses.
- A member of their household is diagnosed with any of the above illnesses.
- A member of their household is attending or working in a setting that is experiencing a confirmed outbreak of the above illnesses.

### FOOD EMPLOYEE RESPONSIBILITY

All food employees shall follow the reporting requirements specified above involving symptoms, diagnosis and high risk conditions specified. All food employees subject to the required work restrictions or exclusions that are imposed upon them as specified in Ohio law, the regulatory authority or PIC, shall comply with these requirements as well as follow good hygienic practices at all times.

### PIC [PERSON-IN-CHARGE] RESPONSIBILITY

The PIC shall take appropriate action as specified in the Ohio Uniform Food Safety Code 3717-1-02.1 (D) to exclude, restrict and/or monitor food employees who have reported any of the aforementioned conditions.

The PIC must exclude employees from the food operation until diarrhea or other symptoms have ceased and 2 consecutive stool samples are negative for the following (**exceptions are noted in brackets for specific agents**):

- ☒ Salmonella spp.
- ☒ Shigella
- ☒ Escherichia Coli 0157:H7
- ☒ Campylobacter
- ☒ Vibrio Cholera
- ☒ Cryptosporidium [3 Negative Stool Samples]
- ☒ Giardia [3 Negative Stool Samples]
- ☒ Yersinia
- ☒ Hepatitis A [10 days after initial symptoms]
- ☒ Cyclospora [After diarrhea has ceased and antimicrobial therapy has commenced]
- ☒ **COVID-19 [After released from self-quarantine or self-isolation per current Ohio Department of Health guidelines]**

The PIC shall ensure these actions are followed and only release the ill food employee once evidence, as specified in the food code, is presented demonstrating the person is free of the disease causing agent or the condition has otherwise resolved.

The PIC shall cooperate with the regulatory authority during all aspects of an outbreak investigation and adhere to all recommendations provided to stop the outbreak from continuing. The PIC will ensure that all food employees who have been conditionally employed, or who are employed, complete the food employee health questionnaire and sign the form acknowledging their awareness of this policy. The PIC will continue to promote and reinforce awareness of this policy to all food employees on a regular basis to ensure it is being followed.

Employee Signature:	Date:
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Person-In-Charge Signature:	Date:
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# COVID-19 Symptoms

Help prevent the spread of COVID-19



## You may have COVID-19 if you:

### Have one or both of these symptoms:

- Cough
- Shortness of breath/difficulty breathing

### Have at least two of these symptoms:

- Fever
- Chills
- Repeated shaking with chills
- Muscle pain
- Headache
- Sore throat

**Symptoms may be mild or severe and may appear two to 14 days after exposure to the virus.**

# ATTENTION

**If you have a fever, cough or other signs of illness, please stay home and return when you are well.**

**To allow safe spacing of the patrons our maximum seating capacity is currently**



**Please be respectful of each other's personal space and keep at least 6-feet away from other parties.**



**Do your part to reduce the spread of COVID-19:**

- Wear a facial covering
- Keep a 6-foot distance from others
- Wash your hands often
- Stay home as much as possible