

SUMMIT COUNTY PUBLIC HEALTH

970.668.161 ph | 970.668.4115f
www.SummitCountyCO.gov

360 Peak One Dr, Ste. 230 | PO Box 2280
Frisco, CO 80443

Summit County Business Physical Distancing Protocol

Must be completed for each facility or work site

Business Name: _____

Facility Address: _____

Approx. gross square footage of space opened to public: _____

Businesses must implement all applicable measures listed below, and be prepared to explain why any measure that is not implemented is not applicable to the business. For businesses that are subject to more specific regulatory rules established by another agency (DORA, CDPHE, etc.), those must also be followed.

Signage

- Signs have been placed at each public entrance of the facility or work site to inform all employees and customers that they should avoid entering the facility or location if they have a cough or fever; maintain a minimum six-foot distance from one another; sneeze and cough into a cloth or tissue or, if not available, into their elbow; and avoid close contact or engage in any unnecessary physical contact.
[sign template attached]
- A copy of this Physical Distancing Protocol has been placed at each public entrance to work site.

Measures To Protect Employee Health (check all that apply to the facility or work site)

- Everyone who can carry out their work duties from home has been directed to do so.
- Individual discussions have taken place with employees about the fact that older adults and those with chronic medical conditions may be at higher risk for serious illness. Options have been explained to high risk employees, including ways to minimize face-to-face interactions, maintaining six feet of distance from other people, remote work if possible, and leave policies for employees who choose not to come to work.

- All employees have been told not to come to work if sick (including any of the following: headaches, sore throat, fever (>100.4°F) dry cough, recent inability to taste and smell, shortness of breath, ear aches, body aches, diarrhea, fatigue, vomiting, and abdominal pain). If an employee does have any of these symptoms, employer will ask the employee to get tested for COVID-19 infection. If the test results:
 1. Are positive, the employee will be excluded from working for 10 days after symptom onset OR 72 hours after fever ends (without fever reducing medicines) and other symptoms are improving, whichever of these is longer.
 2. If the test results are negative, the employee will be excluded from working until 72 hours after fever ends (without fever reducing medicines) and other symptoms are improving.
 3. If testing is not completed, the employee will be excluded from working for 10 days after symptoms onset OR 72 hours after fever ends (without fever reducing medicines) and other symptoms are improving, whichever of these is longer.
- Symptom checks are being conducted before employees may enter the store. See [template here](#) below.
- Copies of this Protocol have been distributed to all employees.
- All employees working in any indoor space open to the public and settings not open to the public where six feet of separation cannot be maintained must wear face coverings. Customers must also wear face covers when entering the business.
- Optional ² Describe other measures:

Measures To Keep People At Least Six Feet Apart (You must comply with all items below that are applicable to your location. Please check each box to confirm you have reviewed the requirement.)

- All employees have been instructed to maintain at least six feet of distance from customers and each other (employees may momentarily come closer when needed to accept payment, deliver goods or services, or when otherwise unavoidable).
- All desks, individual work stations, or work areas are separated by at least six feet.
- Tape or other markings have been placed at least six feet apart in customer line areas inside the store and sidewalks to public entrances with signs directing customers to use the markings to maintain distance.
- Order areas are separated from delivery areas to prevent customers from gathering

- For retail businesses: Retailers are to add directional indicators for each aisle to encourage customers to go one way down each aisle.
 - Optional ² Describe other measures:
-

Measures To Prevent Crowds From Gathering (check all that apply to the facility or work site)

- Many businesses and activities have guidelines that mandate how many persons can be in a venue at a time. Where such specific **guides** are available, businesses **activities** must follow those protocols. For businesses/activities that do not have specific guidelines, the following formula may be used (Gross square footage of space / **50** ft per person). This formula guides business/facility managers a reasonable number of persons that may occupy a business or venue while maintaining 6 feet of physical distance to others.

Maximum number of persons allowed in this venue

- An employee is monitoring the entrance to ensure that the maximum number of customers in the facility set forth above is not exceeded.
 - Optional² Describe other measures:
-

Measures To Increase Sanitization (check all that apply to the facility or work site)

- Hand sanitizer, soap and water, or effective disinfectant is available to the public and employees at or near the entrance of the facility or work site, at checkout counters, workstations, and anywhere else where people have direct interactions. Location(s) include:

- Disinfecting wipes or spray that is effective against COVID are available near workstations and all high contact surfaces (including payment portals, carts, baskets, pens, shared tools, heavy equipment, etc.). Location(s) include:

- Employee(s) have been assigned to [clean/disinfect](#) all high-contact surfaces frequently.

→ Break rooms, bathrooms, and other common areas are being disinfected on the following schedule:

- Break Rooms
- Bathrooms
- Other

→ Optional ² Describe other measures:

Measures To Prevent Unnecessary Contact (check all that apply to the facility or work site)

→ Contactless payment systems have been provided. If not feasible, payment systems are sanitized regularly. Describe:

→ Curb-side dropoff/pick-up of products is available.

→ People are prevented from self-serving any items that are food-related (including bulk food, plates/cups, lids, etc.).

→ Optional² Describe other measures (e.g. providing security hours, shields):

Measures To Reduce Exposures in Employee Transportation (check all that apply to the facility or work site)

When passengers from separate households share a vehicle (carpools), the following criteria is promoted/expected:

→ Hand sanitizer is used by each passenger when entering the vehicle.

→ 7KH QXPEHU R I SDVVHQJHUV KDVEHHQ UHGXFHG E\ R and passengers sit in locations to maximize the distance between them.

→ All passengers will wear a non-medical, cloth face covering.

→ Windows will remain open and ventilation is increased.

→ All high-contact surfaces of the vehicle will be disinfected at the end of each day.

Any additional measures not included here should be listed on separate pages, which the business may attach to this document.

Employees, customers and other interested parties may contact the following person with any questions or comments about this protocol:

Name:

Phone number:

This business is complying with Colorado and Summit County Public Health Orders

Please observe the following rules:



Avoid this area if you have a cough or fever or are otherwise experiencing symptoms of the virus



Maintain a minimum six-foot distance between you and others



Sneeze or cough into a tissue, or into your elbow; place used tissue in the trash



Do not shake hands or engage in unnecessary physical contact with others

Thank you for respecting these rules to protect everyone's health.

En este negocio todos los empleados Y clients deben usar cubrebocas de tela o solo tapabocas.



Cloth face covers or masks must be worn by all workers AND customers in this business.

Este negocio cumple con las órdenes de Salud Pública de Colorado y del condado de Summit.

Por favor observe las siguientes reglas:



Evite esta área si tiene tos o fiebre o si experimenta síntomas del virus.



Mantenga una distancia mínima de seis pies entre usted y otras personas.



Estornude o tosa. en un pañuelo de papel o en el codo; coloque los pañuelos usados en la basura



No dé la mano a otros ni participe en contacto físico innecesario con otras personas

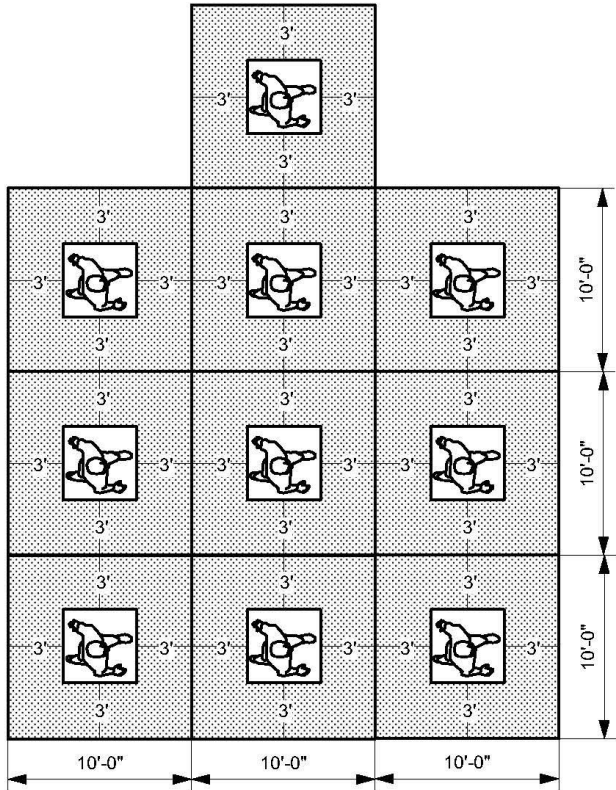
Gracias por respetar estas reglas para proteger la salud de todos.



<http://www.summitcountyco.gov/1306/Coronavirus>
COVIDQUESTIONS@summitcountyco.gov

970-668-9730

SOCIAL DISTANCING MODEL
 BASED ON 6 FEET SPACING
 AT A MAXIMUM OF 10 PEOPLE
 IN ONE SPACE
 (MAXIMUM DENSITY ALLOWANCE)



A Minimum of
 100 Square Feet Per Person or 1,000 Square Feet of Open Floor Space for Ten People



Note: Personal Space Allocation

P. Siegel
 1/8" = 1'