



Pottawatomie County Health Department
320 Main Street; PO Box 310
Westmoreland, KS 66547



May 1, 2020

PURPOSE AND INTRODUCTION

This document has been prepared to offer guidance on a safe, stepwise reopening of Pottawatomie County. We must continue measures to ensure the safety of our most vulnerable and continue to ensure our healthcare resources are not overburdened.

We understand that restarting economic activity is one of our county's priorities at this time along with keeping our community safe and limiting the spread of COVID-19. Now winning this fight has become a marathon, rather than a sprint, this is a critical time to be thoughtful and careful about reopening Pottawatomie County. We do not want another "Stay Home" order and believe that a safe, stepwise approach will allow Pottawatomie County to accomplish this goal.

We protected our vulnerable while flattening the curve of this disease. We must continue to do that as we attempt to reduce the spread of this virus. How will we measure this:

- How many citizens have immunity (disease spread)?
- How many citizens with positive tests do we have compared to total tests being run (testing rates)?
- How many citizens die compared to the disease spread (true death rate)?
- How many of our citizens with positive tests need to be hospitalized (hospitalizations)?
- Can we prevent chaos in the local hospitals and public health system (ability of public health authorities to manage outbreaks and perform contact tracing)?
- Are we able to access PPE to help protect the most vulnerable patients and providers (PPE equipment availability)?

GUIDING PRINCIPLES TO BE FOLLOWED THROUGH EACH PHASE

- Minimize or eliminate non-essential travel, and follow KDHE travel and quarantine guidelines for travel to high-risk areas. Essential travel includes travel for urgent family, medical, and business-related needs as determined by the individual or business.
- When able, staying home it is highly encouraged.
- Social distancing measures should continue to be followed:
 - Stay 6 feet away from others
 - Interact only with people of the same household when possible
- Masks: Individuals are strongly encouraged to wear cloth masks covering nose and mouth in public settings as appropriate. Employees should follow industry-specific guidance on mask use in workplaces.
- Practice good hand hygiene by washing hands with soap and water for at least 20 seconds or using hand sanitizer frequently.
- Clean and disinfect frequently touched surfaces daily -- including phones, keyboards, doorknobs, handles and light switches – with an [EPA-registered disinfectant](#).
- Follow fundamental cleaning and public health practices detailed on [covid.ks.gov](https://www.covid.ks.gov).
- Avoid touching your face, mouth, nose, or eyes. Cover coughs and sneezes with an elbow or tissue. Throw the used tissue away and immediately wash your hands.
- Symptoms of COVID-19 include (but are not limited to) fever (100.4 or greater), cough, shortness of breath, sore throat, headache, chills, aches, fatigue, loss of smell or taste, nausea/vomiting, diarrhea. Stay home and call primary physician or emergency room. Call before going to receive further guidance.
- Vulnerable/High risk individuals are advised to stay home except when conducting essential functions. They should stay in contact with their health care provider and not congregate with others who are not members of their immediate household.
- Recommended to keep a log of visitors or customers in order to more accurately track and aid in contact tracing and potentially decrease the spread of COVID-19. Information must include date, name, and phone number.

Any person who is showing signs/symptoms of COVID-19 per KDHE or who have a known exposure to COVID-19. These individuals should quarantine or isolate themselves and their call primary physician.

Timing:	Phase 1- May 4, 2020 and last at least 14 days
Mass Gatherings Limitations	Mass gatherings of more than 10 individuals are prohibited. Mass gatherings are defined as instances in which individuals are in one location and are unable to maintain a 6-foot distance between individuals (not including individuals who reside together) with only infrequent or incidental moments of closer proximity
Essential Businesses	<ul style="list-style-type: none"> • Recommended screening workers for fevers of 100.4 or greater and any symptoms of COVID-19 per KDHE prior to start of work • Employees of businesses open to the public are encouraged to wear masks. If 6 feet distancing cannot be maintained, then a mask or plexiglass/shield shall be installed. • Move workspaces 6 feet apart • Stagger work shifts and keep work cohorts consistent • Common areas, such as breakrooms and lobbies, should be closed • Telecommuting/Working from home should be maximized • Follow fundamental cleaning and public health practices detailed on covid.ks.gov • Should follow industry-specific guidelines as provided on covid.ks.gov. Following any additional best practices guidance from each business sector is strongly encouraged • Provide ongoing information and training to all employees regarding infection control, cleaning , use of PPE, etc.
Restaurants	<ul style="list-style-type: none"> • Restaurant dine-in is allowed, up to 50% occupancy but must adhere to social distancing • No waiting areas, or lobbies or other areas where customers congregate • Reservations are encouraged & waiting lines must adhere to social distancing guidelines • Cannot provide service at the counter, only at tables appropriately distanced • Cannot serve food or drinks from common areas (e.g., no salad bars, buffets, or self-serve drink areas) • Beverages not in their original container (ex. Fountain drinks and coffee) must be served by an employee • All dine in and seating will close no later than 10 pm nightly • Bars unless they have a category 1 or 2 food license from Kansas Department of Agriculture to operate as a restaurant shall not provide dine in seating access to the public (drive thru, carry out, curbside or delivery is permitted)
Bars, Nightclubs, and Clubhouses	<ul style="list-style-type: none"> • Closed
Non-Essential Retail	<ul style="list-style-type: none"> • Provide shopping cart sanitation supplies • Employees of businesses open to the public are encouraged to wear masks. If 6 feet distancing cannot be maintained, then a mask or plexiglass/shield shall be installed • Consider 1-way flow of movement through store indicated by floor marks • Hand sanitizer should be readily available throughout the premises


Non-Essential Retail	<ul style="list-style-type: none"> • Marks should be applied to the floor in the area adjacent to each cash register to indicate where to wait for check out • Follow fundamental cleaning and public health practices detailed on covid.ks.gov • Should follow industry-specific guidelines as provided on covid.ks.gov. Following any additional best practices guidance from each business sector is strongly encouraged.
Long-term care facilities	<ul style="list-style-type: none"> • Maintain social distancing as much as possible • Adjust the layout of common areas including dining facilities to maintain 6 feet between residents • Screen all employees for fevers of 100.4 or greater and any symptoms of COVID-19 per KDHE prior to start of work • Enhanced cleaning and disinfecting frequently all touched surfaces daily – with an EPA-registered disinfectant • Staff should wear masks at all times • No outside visitors allowed
Childcare	<ul style="list-style-type: none"> • Childcare facilities must adhere to State and local regulations • Childcare should be carried out in stable groups of 10 or fewer (“stable” means the same 10 or fewer children are in the same group each day) • Children should not move from one stable group to another • If more than one stable group of children is cared for at one facility, each stable group shall be in a separate room. Different stable groups shall not mix with one another and childcare providers shall remain solely with one stable group of children • Outdoor activities are encouraged; use of commonly touched items such as playground equipment, toys, and sports equipment is discouraged • Perform enhanced cleaning and disinfecting frequently all touched surfaces daily – with an EPA-registered disinfectant • Screen workers and children for fevers and any symptoms of COVID-19 with a questionnaire at facility entrance and upon leaving • Parents and caregivers should not enter the facility
Personal Services (salons, barber shops)	<ul style="list-style-type: none"> • Not Allowed
Religious Services	<ul style="list-style-type: none"> • Religious services must adhere to social distancing guidelines • Parking lot services should follow established guidelines (e.g. remain in cars, 6-foot distance, etc.) • Churches are encouraged to use online, radio, or other telecommunications tools whenever possible to conduct services
Recreation Commission Activities	<ul style="list-style-type: none"> • Not Allowed
Parks, Public Spaces, and Playground	<ul style="list-style-type: none"> • Parks and public spaces are open, but use of playground equipment and picnic tables is prohibited.

Equipment	
Gyms and Fitness Centers	<ul style="list-style-type: none"> • Not allowed
Public Swimming Pools	<ul style="list-style-type: none"> • Per State Guidelines- remain closed • Backyard pools, privately owned are allowed and mass gathering guidelines adhered to
Community Events	<ul style="list-style-type: none"> • Not allowed
Education	<ul style="list-style-type: none"> • Per KSDE and school district. Subjected to the provisions of EO 20-07 Facilities closed before May 4th should remain closed for in-person learning.
Medical Procedures	<ul style="list-style-type: none"> • Per hospital/clinic

This order is effective at 12:01 am on Monday, May 4, 2020 and shall remain in effect for 14 days, until amended, superseded, or rescinded by the Pottawatomie County Local Health Officer or the Board of Pottawatomie County Commissioners, sitting as the Board of Health.

Any person violating any provision of the order or failing to comply with any of the above requirements shall be fined, upon conviction, up to \$100 for each offense, pursuant to K.S.A. 65-127.

SO ORDERED, this 1 day of May, 2020.



Lisa Kenworthy County Local Health Officer
 Administrator, Pottawatomie County Health Department
 PO Box 310; 320 Main Street
 Westmoreland, KS 66549
 Phone: 785-457-3719

All businesses should follow the Guidelines for Businesses in **Ad Astra: A Plan to Reopen Kansas** as well as recommendations here: <https://www.coronavirus.kdheks.gov/248/Business-Employers>

And here: <https://www.osha.gov/SLTC/covid-19/standards.html>

Food Processing Sector

General guidance for this industry:

<https://www.cdc.gov/coronavirus/2019-ncov/community/organizations/meat-poultry-processing-workers-employers.html>

Grocery store & restaurant suppliers

<https://www.cdc.gov/coronavirus/2019-ncov/community/organizations/grocery-food-retail-workers.html>

<https://www.fda.gov/food/food-safety-during-emergencies/best-practices-retail-food-stores-restaurants-and-food-pick-up-delivery-services-during-covid-19>

Meat processing

<https://www.cdc.gov/coronavirus/2019-ncov/community/organizations/meat-poultry-processing-workers-employers.html>

Spice / Coffee / Specialty Food Processing

<https://www.fda.gov/food/food-safety-during-emergencies/food-safety-and-coronavirus-disease-2019-covid-19>

Gyms/Physical Exercise

General guidance for this industry:

<https://www.ihrsa.org/improve-your-club/safety-considerations-for-your-health-club-reopening-plan/>

Health Sector

General guidance for this industry:

<https://www.coronavirus.kdheks.gov/170/Healthcare-Providers>

<https://www.cdc.gov/coronavirus/2019-nCoV/hcp/index.html>

* Health sector businesses not directly affected by COVID-19 should follow general business guidance

Assisted Living Centers

<https://www.coronavirus.kdheks.gov/237/Long-Term-Care>

Dental Offices

<https://www.coronavirus.kdheks.gov/258/Dental-Practices>

https://success.ada.org/en/practice-management/patients/practice-resources?utm_source=cpsorg&utm_medium=covid-nav&utm_content=nav-practice-resources&utm_campaign=covid-19

<https://www.ksdental.org/virus>

Drug Stores/Pharmacies

https://pharmacy.ks.gov/docs/default-source/default-document-library/covid-19-kbop-memo.pdf?sfvrsn=fcabab01_28

<https://www.cdc.gov/coronavirus/2019-ncov/hcp/pharmacies.html>

Eye Doctors

[Kansas Optometric Association COVID-19 Reopening Guidelines for Optometrists](#)

[American Optometric Association – Optometry Practice Reactivation Preparedness Guide](#)

[Centers for Medicare & Medicaid Services \(CMS\) Recommendations Re-opening Facilities to Provide Non-emergent Non-COVID-19 Healthcare: Phase I](#)

Mental and Behavioral Health

<https://www.coronavirus.kdheks.gov/244/Mental-Health-Professionals>

Nursing Homes/Disability Care Centers

<https://www.coronavirus.kdheks.gov/237/Long-Term-Care>

Veterinarians

<https://www.avma.org/resources-tools/animal-health-and-welfare/covid-19/caring-patients-interacting-clients-covid-19>

Hospitality Sector

Hotels/Motels/Conference Centers/Airbnb

<https://www.fisherphillips.com/post-pandemic-faqs>

Museums/Historical Sites/Art Galleries

<https://www.aam-us.org/2020/03/05/information-for-the-museum-field-on-the-covid-19-coronavirus/>

Restaurants

https://go.restaurant.org/covid19-reopening-guide?utm_source=press-release&utm_medium=referral&utm_campaign=restaurant-reopening-guide

Logistics/Distribution Sector

General guidance for this industry:

<https://www.osha.gov/Publications/OSHA4002.pdf>

Maintenance/Repair Services

General guidance for this industry:

<https://www.coronavirus.kdheks.gov/DocumentCenter/View/139/Guidance-for-Workers-Who-Go-Into-Homes-PDF--4-13-20>

Construction Trades

<https://www.osha.gov/Publications/OSHA4000.pdf>

Manufacturing Sector

General guidance for this industry:

<https://www.osha.gov/Publications/OSHA4002.pdf>

Equipment Manufacturing

<https://www.aem.org/news/minimizing-risk-aem-members-share-best-practices-for-covid19-management/>

Personal Services Sector

General guidance for this industry:

<https://www.coronavirus.kdheks.gov/DocumentCenter/View/1048/COVID-19-Guidance-for-Cosmetology-4-30-2020>

https://www.probeauty.org/docs/default-source/coronavirus-documents/pba-back-to-work-guidelines.pdf?sfvrsn=4afa9a9b_14

Botox salons (Medical Spas)

<https://experienceispa.com/resources/covid-19/2-uncategorised/400-reopening-resources>

Pet Grooming, Training, Boarding, and Walking

<https://www.cdc.gov/coronavirus/2019-ncov/daily-life-coping/animals.html>

Realtors

<http://kcrar.com/covid19-guidelines>

Professional Service Sector

General guidance for this industry:

<https://www.osha.gov/Publications/OSHA3994.pdf>

Appraisers/Home inspectors

<https://www.coronavirus.kdheks.gov/DocumentCenter/View/139/Guidance-for-Workers-Who-Go-Into-Homes-PDF---4-13-20>

Realtors

<https://www.coronavirus.kdheks.gov/DocumentCenter/View/139/Guidance-for-Workers-Who-Go-Into-Homes-PDF---4-13-20>

<https://www.nar.realtor/coronavirus-a-guide-for-realtors>

<https://blog.alta.org/2020/03/title-settlement-companies-develop-safe-closing-protocols.html>

Religious and Community Organizations

General guidance for this industry:

<https://www.cdc.gov/coronavirus/2019-ncov/community/organizations/index.html>

Retail Sector

General guidance for this industry:

<https://www.osha.gov/Publications/OSHA3996.pdf>

<https://cdn.nrf.com/sites/default/files/2020-04/NRF%20-%20Operation%20Open%20Doors%20-%20Checklist.pdf>