



Information and Guidance for Reopening Phase 2

**COVID-19 is still a threat to our Community
Please follow the Guidelines and Ideas to reduce the spread of
COVID-19**

*Please note that all other provisions not directly mentioned in Governor Bullock's 5/19 directive still remain in effect.

1. Retail Stores
2. Salons, Spas, Personal Care
3. Churches and Places of Worship
4. Child Care Facilities
5. Restaurants, Bars, Breweries, Distilleries, Casinos
6. Businesses in Office Spaces
7. Summer Camps and Day Camps
8. Outfitters, Guides, and Recreation
9. Gyms, Fitness, and Pools
10. Places of Assembly
11. Gatherings of 50 or more

Executive Summary: Phase Two Guidelines (Effective June 1st)

*Highlighted information in the following document is new or changed guidance. Unless specifically mentioned or changed in the most recent directive, all guidance from Phase One is still in effect.

Gatherings:

- **Effective June 1**, avoid gathering in groups of more than **50 people** in circumstances that do not readily allow for appropriate physical distancing. It is recommended to continue to social distance in gatherings of any size.
- Groups larger than 50 people should be cancelled unless physical distancing can be maintained.
- If you are planning an event with more than 50 people you should consult with your local public health office on a plan to implement adequate social distancing.
- Physical distancing guidelines for groups and gatherings do not apply to household members.

Individuals and Employers:

- Vulnerable individuals should continue to adhere to the stay-at-home guidance.
- All businesses may operate, provided they adhere to physical distancing and the conditions in this Directive, the Phase Two Guidelines, and all other Directives and guidance remaining in effect. Businesses should follow CDC sanitation protocols.
- **Restaurants, bars, breweries, distilleries and casinos remain in the same operational status as Phase One, but with an increase to 75 percent capacity.**
- **Gyms, indoor group fitness classes, pools, and hot tubs can operate at 75 percent capacity** and only if they can adhere to strict physical distancing and they exercise frequent sanitation protocols.
- **Concert halls, bowling alleys, and other places of assembly may operate with reduced capacity and must adhere to strict physical distancing guidelines set forth for group gatherings and follow CDC sanitation protocols.**
- Child Care facilities can increase capacity consistent with the guidelines and FAQ contained in the April 1 Directive on child care and if physical distancing guidelines can be implemented, however the 24-person cap per facility no longer applies effective June 1.

- Senior living or assisted living facilities must continue to follow the guidelines of Phase One.
- Outdoor recreation remains in the same operational status as Phase One.

Travel

- **Effective June 1, the provisions of the March 30 Directive requiring quarantine for nonwork-related arrivals in Montana will no longer be in effect.**
- The Montana National Guard remains authorized to conduct temperature checks, assess individuals for COVID-19 symptoms, and to inquire about exposure history of any traveler arriving in Montana from another state or country through air or rail travel, consistent with the terms and restrictions provided in the March 30 Directive.

Retail Stores Last Updated 4/24/20

*Retail Stores can become operational on or after April 27, 2020 with reduced capacity and where strict physical distancing protocols can be maintained.

Phase 2 State Guidelines (Effective June 1st):

- Effective June 1st, non-congregate group size has increased from 10 people to 50 people.
- All other provisions remain the same as Phase One for general business operations.

Phase 1 State Guidelines:

- Health assessments must be conducted for all staff at the beginning of each shift.
- In establishments where customers wait in a line, non-household customers should remain physically distanced.
- Waiting areas where adequate physical distancing cannot be maintained must be closed.
- Customers should be encouraged to call for a reservation or an appointment, or establishments should use an online wait listing application.
- Physical distancing of 6 feet must be maintained between non-congregate customers.

Social Distancing Ideas

- Implement “Retail-To-Go” Methods.
 - Allow online shopping and shipping options.
 - Utilize curbside pick-up options.
- Limit the numbers of shoppers in the store at any given time.
 - Stores must function at a reduced capacity.
- Rearrange the sales floor to provide for adequate social distancing. (e.g. moving clothing racks farther apart).
- Consider the temporary closure of dressing rooms.
- Open up every other check-out area.
- Consider reserving special hours for at-risk populations.
- Encourage patrons to shop alone if possible.

Cloth Face Masks

- Implement the use of cloth face masks by all staff, if possible.
- Train staff on appropriate use of face coverings
 - Refrain from touching eyes, nose, and mouth while putting on and removing face masks.
 - Wash hands immediately after taking off facemasks.
 - Facemasks should be routinely washed depending on frequency of use.
- Encourage patrons to wear face coverings while shopping.
- Consider laundering facemasks for all staff.

Cleaning

Cleaning means removing dirt and germs from surfaces. Cleaning alone does not kill germs, but reduces the number of germs.

Clean all “high touch” areas such as counters, doorknobs, tables, benches, chairs, registers, card machines, etc. frequently.

- Clean more often if surfaces become visibly soiled.
- Clean any surfaces that may have blood, body fluids, and or secretions on them. Follow with disinfection.
- Wear disposable gloves when cleaning surfaces.

Disinfection

Disinfection kills germs on surfaces. Disinfect by using an EPA registered sanitizer for use against the virus that causes COVID-19. A list is available at: <https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2>

- Follow manufacturer’s directions for safe, effective use
- Follow the contact time per the manufacturer’s instructions
- Disinfect all “high touch” areas such as counters, doorknobs, tables, benches, back of chairs, restrooms frequently.
- Disinfection is suggested at least every 2-3 hours. Disinfection can occur more frequently as desired.
- A chlorine bleach solution of 1/3 cup of bleach per gallon of water is also effective for disinfection.

Provide additional hand washing or hand sanitizing options for patrons:

- Hand sanitizer at entry of store.
- Hand sanitizer at check-out counter.
- Signs directing patrons to hand washing areas.

Salons, Spas, Tattoo Parlors Last Updated 5/19/20

*Salons, Spas, Tattoos, etc. can become operational on or after April 27, 2020 with reduced capacity and where strict physical distancing protocols can be maintained.

Phase 2 State Guidelines (Effective June 1st):

- Effective June 1st, establishments should continue provide for physical distancing between stations.
- All other provisions remain the same as Phase One.

Phase 1 State Guidelines (Still in Effect):

- Screen customers prior to appointment for symptoms of fever, shortness of breath or a cough. Customers that have any of these symptoms must be rescheduled.
- Utilize a face mask for staff and for customers when practical.
- Stylist / artist / service-provider and customer would be a “booth/station” that would be 6 feet away from other “booths/stations”.
- Provide for 6 feet of physical distancing between stations,

Social Distancing Ideas

- Limit the numbers of clients and staff in the building at any given time.
 - Utilize a scheduling system. Do not allow walk-in services.
 - Have clients wait in their vehicles for services instead of in waiting rooms.
- Rearrange the salon, spa, or parlor to provide for adequate social distancing.
 - Only provide services at every other booth/station.
 - Ask clients to wait in their vehicles instead of in waiting rooms.
- Clients must come to appointments alone to provide one-on-one services.
 - If necessary, minors should only bring one parent/guardian with them to their appointment.
- Consider reserving special service hours for at-risk populations.
- Consider limiting face services (e.g. lashes, facial waxing, beard trims)
- Limit cash transactions and utilize touchless paying options.
 - Paying over the phone
 - Paying online

Cloth Face Masks

- Implement the use of facemasks by staff.
- Encourage clients to utilize cloth face masks if their service allows it.
 - e.g. pedicures and manicures, tattoos, etc.
- Make sure that employees are regularly laundering their face masks.
- Avoid touching eyes, mouth, and nose while working.
 - Wash hands immediately after taking off facemasks.
 - Facemasks should be routinely washed depending on frequency of use.
- Consider laundering facemasks for all staff.

Symptom Monitoring

- Consider implementing policies asking clients to not book appointments within 14 days of returning from travel.
- Ask clients to monitor themselves for signs and symptoms such as fever (100.4°F or more), cough, or shortness of breath prior to coming in to the business.
- Confirm that the client is not sick during the appointment confirmation call.
- Actively encourage clients to stay home and reschedule if they are sick.

Cleaning

Cleaning means removing dirt and germs from surfaces. Cleaning alone does not kill germs, but reduces the number of germs.

Clean all “high touch” areas such as counters, doorknobs, tables, benches, chairs, registers, card machines, etc. frequently.

- Clean more often if surfaces become visibly soiled.
- Clean any surfaces that may have blood, body fluids, and or secretions on them. Follow with disinfection.
- Wear disposable gloves when cleaning surfaces.

Disinfection

Disinfection kills germs on surfaces. Disinfect by using an EPA registered sanitizer for use against the virus that causes COVID-19. A list is available at:

<https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2>

- Follow manufacturer’s directions for safe, effective use
- Follow the contact time per the manufacturer’s instructions
- Disinfect all “high touch” areas such as counters, doorknobs, tables, benches, back of chairs, restrooms frequently.

- Disinfection is suggested at least every 2-3 hours. Disinfection can occur more frequently as desired.
- A chlorine bleach solution of 1/3 cup of bleach per gallon of water is also effective for disinfection.

Provide additional hand washing or hand sanitizing options for patrons:

- Hand sanitizer at entry of business and at check-out counter.
- Signs directing patrons to hand washing areas.

Churches and Places of Worship Last Updated 5/19/20

*Churches and Places of Worship can become operational on or after April 26, 2020 with reduced capacity and where strict physical distancing protocols can be maintained between non-household members.

Phase 2 State Guidelines (Effective June 1st):

- Effective June 1st, non-congregate group size has increased from 10 people to 50 people.
- All other provisions remain the same as Phase One for general business operations.

Social Distancing Ideas

- Offer more services with limited occupancy to reduce gathering sizes.
- Continue to offer video/audio events.
- Rearrange seating to comply with social distancing (e.g. only allow seating in every other row).
- Remind parishioners to only sit near members of their household.
- Refrain from handshakes, hugs, and physical touch.
 - Opt for hands-free greetings such as waving.
- Encourage parishioners to bring their own bibles/books of worship to minimize the use of communal resources.
- Encourage parishioners to download the readings or weekly updates on their phones.
- Alter your practices to allow for social distancing (e.g. use individual plastic cups during communion).
- Consider holding a separate service for higher risk populations.

Cloth Face Masks

- Implement the use of cloth face masks by all church attendees and staff, if possible.
- Train staff on appropriate use of face coverings
 - Refrain from touching eyes, nose, and mouth while putting on and removing face masks.
 - Wash hands immediately after taking off facemasks.
 - Facemasks should be routinely washed depending on frequency of use.
- Consider laundering facemasks for all employees

Cleaning

Cleaning means removing dirt and germs from surfaces. Cleaning alone does not kill germs, but reduces the number of germs.

Clean all “high touch” areas such as counters, doorknobs, tables, benches, chairs, registers, card machines, etc. frequently.

- Clean more often if surfaces become visibly soiled.
- Clean any surfaces that may have blood, body fluids, and or secretions on them. Follow with disinfection.
- Wear disposable gloves when cleaning surfaces.

Disinfection

Disinfection kills germs on surfaces. Disinfect by using an EPA registered sanitizer for use against the virus that causes COVID-19. A list is available at:

<https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2>

- Follow manufacturer’s directions for safe, effective use
- Follow the contact time per the manufacturer’s instructions
- Disinfect all “high touch” areas such as counters, doorknobs, tables, benches, back of chairs, restrooms frequently.
- Disinfection is suggested at least every 2-3 hours. Disinfection can occur more frequently as desired.
- A chlorine bleach solution of 1/3 cup of bleach per gallon of water is also effective for disinfection.

Provide additional hand washing or hand sanitizing options for parishioners:

- Hand sanitizer at entry of place of worship
- Signs directing patrons to hand washing areas
 - Post proper handwashing practices near handwashing areas.

Considerations for Vulnerable Employees and Customers:

The following groups are considered higher risk for developing severe complications from COVID-19:

- People aged 65 and over
- People who live in a nursing home or long-term care facility
- People who are immunocompromised
- People with underlying medical conditions

Vulnerable populations are still encouraged to stay home as much as possible.

Child Care Facilities Last Updated 5/19/20

*Child care facilities can remain operational but should follow State and local guidelines regarding operational levels and occupancy.

*Child care facilities can increase capacity consistent with the guidelines and FAQ contained in Governor Bullock's April 1 Directive on childcare and if physical distancing guidelines can be implemented, however the 24-person cap per facility no longer applies effective June 1.

Social Distancing Ideas

- Alter schedules to limit mixing of children (e.g. stagger playground times and keep groups separate for special activities such as art, music, and exercising.)
- Rearrange seating to comply with social distancing (e.g. only allow groups of 5 or less to sit together.)
- At nap time, ensure that children's naptime mats are spaced 6 feet apart, or as much as possible.
 - Children should be placed head to toe in order to reduce potential for viral spread.
- Child care classes should include the same group each day with the same child care provider to reduce mixing of staff and children.
- If possible, parents should sign children in and out outside of the facility.
- Consider staggering arrival and drop-off times to limit direct contact with the parent.
 - Have child care provider greet children outside as they arrive.
 - Designate one parent/caregiver to drop off and pick up the child every day.

Cloth Face Masks

It is recommended to implement the use of cloth face masks by employees and older children. Cloth face coverings should NOT be put on babies or children under age two.

Cleaning

Cleaning means removing dirt and germs from surfaces. Cleaning alone does not kill germs, but reduces the number of germs.

Clean all “high touch” areas such as counters, doorknobs, tables, benches, chairs, toys, etc. frequently.

- Toys that cannot be cleaned and sanitized should not be used.
- Machine washable cloth toys should be used by one individual at a time OR should not be used at all.
 - These toys should be laundered before being used by another child.
- Toys should not be shared between groups of children unless they are washed and sanitized before being moved from one group to the other.
- Clean more often if surfaces become visibly soiled.
- Clean any surfaces that may have blood, body fluids, and or secretions on them. Follow with disinfection.
- Cubby sharing between children is not recommended.
- Wear disposable gloves when cleaning surfaces.
- Dishes and eating utensils should not be shared. Utilize wash/rinse/sanitize method of dishwashing.
 - Use of a dishwasher also provides sufficient cleaning.
 - Use dishwasher sanitize cycle if available.
- Use bedding (sheets, pillows, blankets, sleeping bags) that can be washed. Keep each child’s bedding separate, and consider storing in individually labeled bins, cubbies, or bags. Cots and mats should be labeled for each child. Bedding that touches a child’s skin should be cleaned weekly or before use by another child.

Disinfection

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- Follow manufacturer's directions for safe, effective use
- Follow the contact time per the manufacturer's instructions
- Disinfect all "high touch" areas such as counters, doorknobs, tables, benches, back of chairs, restrooms frequently.
- Disinfection is suggested at least every 2-3 hours. Disinfection can occur more frequently as desired.
- A chlorine bleach solution of 1/3 cup of bleach per gallon of water is also effective for disinfection.

Provide additional hand washing or hand sanitizing options for children, staff, and parents:

- Hand sanitizer or hand washing station at entry of facility.
- Hands should be washed before and after:
 - Arrival to facility
 - Preparing or handling food and drinks
 - Administering medication or medical ointment
 - Diapering
 - Using the restroom or helping a child use the restroom
 - Playing outdoors or in sand
 - Handling garbage
- Signs directing children to hand washing areas
 - Post proper handwashing practices near handwashing areas, as appropriate for learning level.

Recommended Screening for Children

- Persons who have a fever of 100.4°F (38.0C) or above or other signs of illness should not be admitted to the facility.
- Encourage parents to be on the alert for signs of illness in their children and to keep them home when they are sick.
- Ask parents/guardians to check the child's temperature before coming to the facility or upon arrival to the facility.
- Ask parent/guardian to confirm that their child is not experiencing any symptoms such as fever, coughing, or shortness of breath.
- Consider using physical barriers to eliminate or minimize exposures due to close contact to a child who has symptoms during the screening process.

Consider the following options:

- Conduct screening from behind a glass or plastic window.
- If performing a temperature check on multiple individuals, ensure that you use a clean pair of gloves for each child and that the thermometer has been thoroughly cleaned and sanitized in between each check.
- Visually inspect the child for signs such as flushed cheeks, rapid breathing, or excessive fussiness.

Caring for Infants and Toddlers:

It is important to comfort crying, sad, and/or anxious infants and toddlers, and they often need to be held. To the extent possible, when washing, feeding, or holding very young children:

- Child care providers can protect themselves by wearing an over-large button-down, long sleeved shirt and by wearing long hair up off the collar in a ponytail or other updo.
- Child care providers should wash their hands, neck, and anywhere touch by a child's secretion.
- Contaminated clothes should be placed in a plastic bag or washed in a washing machine.

Restaurants, Bars, Breweries, Distilleries, Casinos

*Restaurants / bars / breweries / distilleries / casinos can become operational on or after May 4, 2020 under strict physical distancing and reduced capacity protocols in accordance with State guidelines.

Phase 2 State Guidelines (Effective June 1st):

- Capacity may be increased to **75% of normal operating capacity**.
- **Tables must be limited to 10 people** per table.
- Establishments must continue to provide for physical distancing between groups or tables but may increase capacity.
- In-house dining for quick service restaurants should remain closed if all guidelines can't be met, including the cleaning of every table between customers.
- All other provisions remain the same as the Phase One guidance.

Phase 1 State Guidelines (Still in Effect):

- Self-service buffets must be closed.
- Drink refills are not allowed.
- Self-service cups, straws and lids should be behind a counter and handed to customers
- Self-service condiments should be eliminated.
- Table items including, condiments, menus, napkins, and décor, should be removed from the table unless they can be adequately cleaned between customers.
- Menus must be cleaned between customers.

Bar Specific Guidelines

- Sitting or standing at bars or counters is not allowed.
- In bars, drinks and food must be served to customers at a table.
- Growlers and refillable or reusable containers must be cleaned prior to being refilled.

Casino Specific Guidelines (For Phase 1):

- Gaming machines that are operational must be separated by 7-foot center to center. Machines must be placed out of service if adequate spacing cannot be assured.
- Gaming machines must be adequately cleaned between customers.

Restaurant Staff Precautions

Employee Illness

- Establish an illness/leave policy for employees.
- Do not allow employees to come to work if sick.
- If employee is sick with COVID-19 symptoms such as cough, fever (temperature of 100.4°F or more), or shortness of breath, encourage them to go in for testing and follow CDC guidelines to wait for results before returning to work.

Prevention

- Encourage frequent handwashing
- Have employees take temperatures and assess other symptoms
- Restructure staffing so that those who handle food do not handle money
- Ensure employees are using PPE appropriately.
- Train employees on proper cleaning and sanitation
- Encourage staff to take free COVID -19 Precautions Training at:
<https://www.servsafe.com/Landing-Pages/Free-Courses>

Social Distancing Ideas

Physical Controls

- Space out tables and seating (e.g. Use every other table, remove tables, remove bar stools, mark off/close every other table.)
- Do not allow congregation of groups within establishment or outside establishment.
- No congregating in waiting areas.
- No unseated guests.
- Allow for reservations and individuals to wait in car and text when table is ready.
- Mark off the bar stools or tables with information explaining why those areas must remain empty.
- Utilize curb side pick-up or delivery if possible, use proper PPE when delivering, such as masks and gloves.
- Music may be played but discourage dancing or social gathering.
- Utilize signage reminders instructing patrons to not come in if immunocompromised or ill
- Plexi-glass barriers between tables or back to back booth seating in lieu of 6 foot distancing between tables

Sanitary Practices and No-Touch Methods

- Instead of reusable menus, utilize paper menus that can be disposed of after one use.
 - Consider menu alternatives such as:
- Use whiteboards or a scroll board to eliminate the need of reusable menus.
- Limit menu use among customers and clean between each customer. Sanitizer as per directions in disinfection section.
- No pre-set silverware.
- Allow for reservations and individuals to wait in car and text when table is ready.
- Supply plastic or glass shields for host/hostess stations, similar to grocery stores.
- No self-service areas (salad bar, buffets etc., if not prewrapped).
- Post signage with information for customers of what is required and what the health department is asking facilities to do.

Money Handling

- Encourage touchless payment methods
 - Have individuals pay before pick-up with credit card.
 - Encourage customers to use check or credit card, instead of cash.
 - Provide masks and gloves for employees who are taking transactions.

Cleaning

Cleaning means removing dirt and germs from surfaces. Cleaning alone does not kill germs, but reduces the number of germs.

Clean all “high touch” areas such as counters, doorknobs, tables, benches, chairs, registers, card machines, etc. frequently.

- Clean more often if surfaces become visibly soiled.
- Clean any surfaces that may have blood, body fluids, and or secretions on them. Follow with disinfection.
- Wear disposable gloves when cleaning surfaces.

Disinfection

Disinfection kills germs on surfaces. Disinfect by using an EPA registered sanitizer for use against the virus that causes COVID-19. A list is available at:

<https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2>

- Follow manufacturer's directions for safe, effective use
- Follow the contact time per the manufacturer's instructions
- Disinfect all "high touch" areas such as counters, doorknobs, tables, benches, back of chairs, restrooms frequently.
- Disinfection is suggested at least every 2-3 hours. Disinfection can occur more frequently as desired.

A chlorine bleach solution of 1/3 cup of bleach per gallon of water is also effective for disinfection.

Cloth Face Masks

- Implement the use of cloth face masks by all staff, if possible.
- Train staff on appropriate use of face coverings
 - Refrain from touching eyes, nose, and mouth while putting on and removing face masks.
 - Wash hands immediately after taking off facemasks.
 - Facemasks should be routinely washed depending on frequency of use.
- Consider laundering facemasks for all employees

Casino Specific Ideas

- Full disinfection between customers use of machines.
- Provide disinfecting wipes for customers to wipe down machines.
- Space out machines or close every other machine to allow for 7 foot center between machines spacing.
- Hand sanitizer stations available at entrance, as well as at tables.
- Increase handwashing reminder signs.

Guidance for Businesses in an Office Setting Last Updated 5/19/20

*Office spaces such as legal, real estate, insurance, banking, etc. can become operational and open to the public on or after April 27, 2020 with reduced capacity and where strict physical distancing protocols can be maintained.

Phase 2 State Guidelines (Effective June 1st):

- Non-congregate group size has increased from 10 people to 50 people.
- All other provisions remain the same as Phase One for general business operations

Phase 1 State Guidelines (Still in Effect):

- Health assessments must be conducted for all employees at the beginning of each shift.
- In establishments where customers wait in a line, non-household customers should remain physically distanced.
- Waiting areas where adequate physical distancing cannot be maintained must be closed.
- Customers should be encouraged to call for a reservation or an appointment, or establishments should use an online wait listing application.
- Physical distancing of 6 feet must be maintained between non-congregate customers.

Social Distancing Ideas

Considerations for Patrons:

- Utilize scheduling or appointments.
- Minimize the use of gathering and lobby areas.
 - Request that patrons wait in their car until notified their appointment is ready.
- Limit the numbers of patrons in the office at any given time.
- Minimize or limit the use of shared items among customers (e.g. pens).
- Open up every other check-out area.
- Consider reserving special hours for at-risk populations.
- Encourage patrons to come in alone if possible.
- Install plexiglass shields as appropriate.

- Clearly communicate building protocols through signage and floor markings.
- Limit the use of touchscreens for the public.
 - Provide disposable wipes for patrons to clean touchscreens before and after each use.
- Remove food/beverages – consider restocking with single-serving items.
- Limit in person meetings.
 - Continue offering tele-meetings and online services.
- Consider adding signage to encourage foot traffic in one direction.

Considerations for Employees:

- Consider phasing in-office work based on roles and priorities, including temp workers if needed.
 - Alternating workweeks.
 - Staggered arrival/departure times.
- Consider low-touch or no-touch switches, doors, drawers and other fittings.
- Remove high-touch shared tools such as whiteboard markers, remote controls, etc.
- Create secured, designated storage areas for personal items.
- Provide cleaning supplies for employees to clean work stations before and after their shifts.
- Prohibit the use of small shared spaces, utilize larger conference rooms with fewer employees.
- Specify seating assignments for employees to ensure staff adhere to minimum work distances.
- Redesign spaces
 - Alternate desk/chair use (e.g. moving work spaces farther apart, put up partitions between work spaces).

Cloth Face Masks

- Implement the use of cloth face masks by all staff, if possible.
- Train staff on appropriate use of face coverings.
 - Refrain from touching eyes, nose, and mouth while putting on and removing face masks.
 - Wash hands immediately after taking off facemasks.
 - Facemasks should be routinely washed depending on frequency of use.
- Encourage patrons to wear face coverings while shopping.

- Consider laundering facemasks for all employees

Cleaning and Disinfecting

Clean all “high touch” areas such as counters, doorknobs, tables, benches, chairs, registers, card machines, etc. frequently.

- Clean more often if surfaces become visibly soiled.
- Clean any surfaces that may have blood, body fluids, and or secretions on them.
- Wear disposable gloves when cleaning surfaces.
- Dishes and eating utensils should be cleaned with dish soap and hot water.
- Use of a dishwasher also provides sufficient cleaning.

Provide additional hand washing or hand sanitizing options for patrons and employees:

- Hand sanitizer at entry of establishment.
- Hand sanitizer at counter areas.
- Signs directing patrons to hand washing areas.

Guidance for Summer Camps and Day Camps

Updated 5/19/20

*Organized youth activities can become operational starting April 27, 2020 as long as they adhere to physical distancing and exercise frequent sanitation protocols. Operation of these businesses must be consistent with the ongoing out-of-state mandatory 14-day self-quarantine protocol.

Out-of-State Quarantine Requirements (Only in effect until June 1st):

- Any traveler coming to Montana from another state or country must immediately self-quarantine for 14 days.
- Quarantine means:
 - Stay home (or in a hotel or other similar facility) for 14 days.
 - Do not leave your quarantine location for nonessential activities (e.g. shopping, tours, etc).
 - Keep at least 6 feet away from others at all times.
 - Avoid sharing personal items.

General Considerations:

Sick policies

- Consider implementing temperature checks and/or symptom screening when practical.
- Require anyone (campers or staff) with COVID-19 symptoms to stay home.
- Create a protocol for handling a staff or camper who develops symptoms.

Limit group sizes

- Consider breaking larger camp groups into smaller groups.
- Campers may alternate camp days or attend for half days

Social Distancing Ideas

Considerations for Social Distancing in a Camp Setting

- Space Precautions -Direct campers to pretend like they have “space suits” on. This means that each camper must stay at least an arm’s length away from one another at all times.
- Minimize the use of gathering and lobby areas.
- Limit the use of shared items.

Meal Times

- Follow the CDC Cleaning Guidance for cleaning dining hall surfaces.
- Dishes and eating utensils should be cleaned with dish soap and hot water after each use.
- Use of a dishwasher with a drying cycle also provides a sufficient level of cleaning.
- Eliminate pre-set silverware.
- If applicable, provide disposable wipes for students to use to clean microwaves, hot water maker, etc. between each use.
- Eliminate self-service areas (e.g. salad bar, buffets etc. if not prewrapped).
 - Prepackage lunches and have them available for campers to pick up in brown bags or on lunch trays.
- Stagger meal times to increase personal space.
- Break campers into smaller groups and eat over campfires.
- Consider having campers fill their plates but eat outside of the dining hall.
- Picnic style lunches encouraged over family style lunches
- If it is a day camp, encourage campers to bring their own meals.
- Post signage with information for students of what is expected.
 - Hand washing before and after eating
 - Discourage sharing of food or drinks among students
- Remind students to social distance.

Snack Times

- Encourage single serving snacks instead of communal snacks (e.g. individual bags of pretzels instead of a bowl of popcorn).
- Encourage disposable cutlery when possible.

Cabins

- If campers are sleeping in close proximity, alternate the direction that they sleep. (e.g. “Sneeze on the toes, not on the nose”).
- Allow campers to spend as much time with their “cabin family” as possible. This lessens the spread of the communicable disease.

Bathrooms

- Look at the camp bathrooms to determine if they are large enough to prevent overcrowding.
- Stagger showering times.
- Make sure bathrooms are adequately stocked with cleaning supplies.
 - Are paper towels available?
 - Is there an adequate supply of soap?
 - Is fresh air freely circulating?
 - Are the toilets/showers/sinks cleaned on a routine basis?
 - Is the bathroom trash routinely emptied to prevent overflow?
 - **Post signage as a reminder to wash hands.**

Transportation

- Utilize active transportation (walking) instead of bussing.
- If shuttling is required, maintain social distancing (e.g. 1 child per seat, 1 child every other row).
 - Clean the bus after each trip.

Cleaning and Disinfecting

1. *Cleaning means removing dirt and germs from surfaces. Cleaning alone does not kill germs, but reduces the number of germs.*

2. *Disinfection kills germs on surfaces.* Disinfect by using an EPA registered sanitizer for use against the virus that causes COVID-19. A list is available at: <https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2>

Clean all “high-touch” areas such as desks, counters, toilets, chairs, stairway railings, doorknobs, TV remotes, phones, and shared camp equipment daily using regular household cleaners.

- Clean more often if surfaces become visibly soiled.
- Clean any surfaces that may have blood, body fluids and/or secretions on them.
- Wear disposable gloves when cleaning surfaces.
- Use a diluted bleach solution (2 teaspoons of bleach to 4 cups of water) or household disinfectant.

For soft (porous) surfaces such as carpeted floor and rugs:

- Remove visible contamination if present and clean with appropriate cleaners indicated for use on these surfaces.
- If the items can be laundered, launder items in accordance with the manufacturer’s instructions using the warmest appropriate water setting for the items and then dry items completely.

For hard (non-porous) surfaces such as plastics, countertops, desks, door handles, etc:

- Remove if surfaces are dirt and clean using a detergent or soap and water prior to disinfection.
- For disinfection, most common EPA-registered household disinfectants should be effective.

For electronics, such as tablets, touch screens, keyboards, and other electronic machines:

- Consider putting a wipeable cover on electronics.
- Use alcohol-based wipes or sprays containing at least 70% alcohol. Dry surface thoroughly.

For clothing and laundry (chairs, beanbag coverings, towels, etc.):

- Launder items according to the manufacturer's instructions.
- Use the warmest appropriate water setting and dry items completely.
- Clean and disinfect clothes hampers according to guidance for surfaces.

Additional Considerations for Cleaning: Toys

- Toys that cannot be cleaned and sanitized should not be used.
- Machine washable cloth toys should be used by one individual at a time OR should not be used at all.
- All soft toys should be laundered before being used by another child.
- Toys should not be shared between groups of children unless they are washed and sanitized before being moved from one group to the other.
- Do not share toys with other groups of campers, unless they are washed and sanitized before being moved from one group to the other.
- Children's books, like other paper-based materials such as mail or envelopes, are not considered a high risk for transmission and do not need additional cleaning or disinfection procedures.

Additional Hand Washing and Hand Sanitizing

- Hand sanitizer or hand washing station at entry of facility.
- Hands should be washed before and after:
 - Arrival to camp.
 - Preparing or handling food and drinks
 - Using the restroom
 - Playing outdoors or in sand
 - Handling garbage
- Signs directing children to hand washing areas
 - Post proper handwashing practices near handwashing areas, as appropriate for learning level.
- Provide tissues and no-touch disposal receptacles.

Cloth Face Masks

- Consider implementing the use of cloth face masks by all staff, if possible.
- Consider implementing the use of cloth face masks by all campers, when possible.
- Train staff on appropriate use of face coverings
 - Refrain from touching eyes, nose, and mouth while putting on and removing face masks.
 - Wash hands immediately after taking off facemasks.
 - Facemasks should be routinely washed depending on frequency of use.
- Encourage parents/guardians to wear facemasks when picking up and dropping off children.
- Consider laundering facemasks for all staff.

Considerations for Staff:

- Consider phasing work schedules based on roles and priorities, including temp workers if needed.
 - Alternating workweeks with split staff.
 - Staggered arrival/departure times.
- Consider having your staff work in teams. For instance, the same two to three people are in charge of the same groups the whole time. This way you are limiting contacts if someone does become infectious. You can use “Camp Families” and try to limit contact with other “Families”
- Remove high-touch shared tools such as whiteboard markers, remote controls, etc.
- Create secured, designated storage areas for personal items.
- Provide cleaning supplies for staff to clean work stations before and after their shifts.

Considerations for Vulnerable Staff and Campers:

The following groups are considered higher risk for developing severe complications from COVID-19:

- People aged 65 and over
- People who live in a nursing home or long-term care facility
- People who are immunocompromised
- People with underlying medical conditions

Vulnerable populations are still encouraged to stay home as much as possible.

Ideas for Screening Campers:

- **Persons who have a fever of 100.4 (38.0C) or above or other signs of illness should not be admitted to the facility.**
- Encourage parents/guardians to be on the alert for signs of illness in their camper and to keep them home when they are sick.
- Ask parents/guardians to check the camper's temperature before coming to the facility or upon arrival to the facility.
- Ask parent/guardian to confirm that their camper is not experiencing any symptoms such as fever, coughing, or shortness of breath.
- Consider using physical barriers to eliminate or minimize exposures due to close contact to a child who has symptoms during the screening process.

Consider the following options:

- Conduct screening from behind a glass or plastic window.
- If performing a temperature check on multiple individuals, ensure that you use a clean pair of gloves for each camper and that the thermometer has been thoroughly cleaned in between each check.
- Visually inspect the camper for signs such as flushed cheeks or rapid breathing.

Consideration for a communicable disease outbreak in a camp setting:

- COVID-19 contact tracing and follow-up in camps
 - Time is of the essence. Identifying contacts and ensuring they do not interact with others is critical to protect camp populations and the community from further spread.
- Investigation of case(s):
 - Camp to notify Health Department immediately of suspect or confirmed COVID-19 case at camp.
 - Immediate isolation of case(s).
 - Health Department to isolate case(s) at home until they meet CDC criteria for release from isolation and cleared by the Health Department.
 - Camp to assist in identifying Camp contacts who had been in contact with case during infectious period and provide list to Health Department.
 - Currently, close contact is someone who was within 6 feet of an infected person for at least 30 minutes starting from 48 hours before illness onset until the time the patient is isolated.
 - Items to consider when identifying contacts:
 - Camp seating arrangement
 - Intermixing of other campers
 - Breakfast, Lunch and dinner room arrangement
 - Recreation time, swimming, arts and crafts, etc.
 - Participation in school-related activities (e.g. sports, clubs, etc.)
 - Participation in group activities
 - Transportation at the camp
 - Camp to release contact information for contacts' families to the Health Department so that notification can be done.
 - Health Department needs to locate and talk with the contacts in order to provide instruction to be quarantine and monitored.

Guidance for Outfitters, Guides, and Recreation

Updated 5/19/20

*Guides and Outfitters may provide services starting April 27, 2020 as long as they adhere to physical distancing and sanitation protocols. Operation of these businesses must be consistent with the ongoing out-of-state mandatory 14-day self-quarantine protocol.

*No changes to guidance for Phase 2

Phase 1 State Guidelines for Businesses (Still in effect):

- Health assessments must be conducted for all employees at the beginning of each shift.
- In establishments where customers wait in a line, non-household customers should remain physically distanced.
- Waiting areas where adequate physical distancing cannot be maintained must be closed.
- Customers should be encouraged to call for a reservation or an appointment, or establishments should use an online wait listing application.
- Physical distancing of 6 feet must be maintained between non-congregate customers.

Out-of-State Quarantine Requirements (Only in effect until June 1st):

- Any person coming to Montana from another state or country must immediately self-quarantine for 14 days.
- Quarantine means:
 - Stay home (or in a hotel or other similar facility) for 14 days.
 - Do not leave your quarantine location for nonessential activities (e.g. shopping, tours, recreation, etc).
 - Keep at least 6 feet away from others at all times.
 - Avoid sharing personal items.

Social Distancing Ideas

Considerations for Patrons:

- Utilize scheduling or appointments to come in to establishments.
- Consider reducing the number of patrons allowed on each guide trip.
- If applicable, provide markings on the floor to provide adequate social distancing while waiting in line.
- Minimize the use of gathering and lobby areas.
- Provide social distancing in shuttle services.
 - Utilize every other row in passenger van or bus.
 - If applicable ask patrons to use personal transportation.
- Sanitize shared equipment after each use.
 - Provide disposable wipes for patrons to wipe down equipment (e.g. fly rods, oars, climbing gear, etc).
 - Provide adequate time between trips/activities for employees to ensure equipment sanitization.
- Alter food/beverage services.
 - Utilize single serve food items when appropriate.
 - If cooking on guide trips occurs, use proper disinfecting techniques for cutting boards and all cooking equipment.
 - Encourage disposable cutlery.
- Consider reserving special service hours for vulnerable populations.
 - (e.g. Senior Activity Hours).
- Encourage patrons to come in to establishments alone if possible.
- Clearly communicate protocols through signage and floor markings.
- Offer online sign in forms and waivers for patrons to fill out on their phones.
- Limit the use of touchscreens for the public.
 - Provide disposable wipes for patrons to clean touchscreens before and after each use.
- Limit in person meetings.
 - Continue offering online booking and online services.
- Consider adding signage to encourage foot traffic in one direction through stores.

Considerations for Employees:

- Consider phasing in-office work based on roles and priorities, including temp workers if needed.
 - Alternating workweeks.
 - Staggered arrival/departure times.
- Consider low-touch or no-touch switches, doors, drawers and other fittings.
- Consider installing plexiglass shields for front desk staff.
- Remove high-touch shared tools such as pens, whiteboard markers, remote controls, etc.
- Create secured, designated storage areas for personal items.
- Provide cleaning supplies for employees to clean work stations before and after their shifts.
- Redesign spaces
 - Alternate desk/chair use (e.g. moving work spaces farther apart, put up partitions between work spaces).

Considerations for Vulnerable Employees and Patrons:

The following groups are considered higher risk for developing severe complications from COVID-19:

- People aged 65 and over
- People who live in a nursing home or long-term care facility
- People who are immunocompromised
- People with underlying medical conditions

Vulnerable populations are still encouraged to stay home as much as possible.

Cloth Face Masks

- Implement the use of cloth face masks by all staff, if possible.
- Train staff on appropriate use of face coverings.
 - Refrain from touching eyes, nose, and mouth while putting on and removing face masks.
 - Wash hands immediately after taking off facemasks.
 - Facemasks should be routinely washed depending on frequency of use.
- Encourage patrons to wear face coverings.

- Consider laundering facemasks for all employees.

Cleaning

Cleaning means removing dirt and germs from surfaces. Cleaning alone does not kill germs, but reduces the number of germs.

Clean all “high touch” areas such as counters, doorknobs, tables, benches, chairs, registers, card machines, etc. frequently.

- Clean more often if surfaces become visibly soiled.
- Clean any surfaces that may have blood, body fluids, and or secretions on them.
- Wear disposable gloves when cleaning surfaces.

Disinfection

Disinfection kills germs on surfaces. Disinfect by using an EPA registered sanitizer for use against the virus that causes COVID-19. A list is available at:

<https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2>

- Follow manufacturer’s directions for safe, effective use
- Follow the contact time per the manufacturer’s instructions
- Disinfect all “high touch” areas such as counters, doorknobs, tables, benches, back of chairs, restrooms frequently.
- A chlorine bleach solution of 1/3 cup of bleach per gallon of water is also effective for disinfection.

Provide additional hand washing or hand sanitizing options for patrons and employees:

- Hand sanitizer at entry of establishment.
- Hand sanitizer in guide packs for use while guiding.
- If applicable, signs directing patrons to hand washing areas.

Fitness Centers and Gyms

Last Updated 5/19/20

***Fitness Centers and Gyms can become operational on or after 5/15/2020 at a 75% capacity with sanitization and social distancing requirements met. Indoor fitness classes may be offered at 75% capacity.**

Phase 2 State Guidelines (Highlighted changes effective June 1st non-highlighted changes still in effect):

- Front desk should track occupancy to ensure facilities stay at or below 75 percent capacity.
- Indoor group classes may be offered.
- Facility must have a dedicated staff available during operating hours to wipe down frequently touched areas on a regular basis and monitor gym zones to ensure that users are wiping down equipment properly.
- Train workers on symptom awareness and proper handwashing technique.
- Signage must be posted with the following or substantially similar wording:
 - “Patrons with fever, shortness of breath, a cough, or other COVID-19 symptoms must refrain from using the gym”
 - Signs shall be positioned for effective visual observation by gym guests, such as at the front desk and in locker rooms.
- Hand sanitizer must be made available at front desk and at stations throughout the workout area.
- Approved sanitizer for cleaning equipment after use must be provided at stations throughout the workout areas along with disposable towels. Reusable towels shall not be used to clean equipment.
- Post signs throughout workout area reminding patrons to wipe equipment after each use.
- Masks should be worn by all staff.
- Masks are encouraged to be worn by guests when possible.
- Six-foot distance should be maintained between equipment. Cardio studios should limit guests to every other piece of equipment to achieve this.
- Guest using free weights shall maintain six feet of separation except when a spotter is necessary. In this instance, workout groups shall be limited to two people.
- Sitting areas must be closed for use.

- Food vendors must follow applicable COVID-19 procedures for restaurants and retail food service. Vendors should be encouraged to use single-service items whenever possible, especially for condiments and similar foods.
- Social distancing must be maintained in dressing rooms and other common areas. No congregating in these areas may be allowed.
- After closing, establishments must clean using an EPA approved disinfectant.
- 24-hour establishments must close from 11:30 pm to 12am so that proper disinfection can happen.
 - Facility must develop a checklist to ensure that no equipment is being missed during disinfection. Checklist should include large items, such as treadmills and smaller items, such as weights and bands.
- Frequently touched surfaces must be cleaned and sanitized regularly throughout the day and disinfected each night after closing.
- Personal training sessions may be offered with strict adherence to social distancing guidelines and masks are encouraged to be used by the trainer and trainee.
- Additional time between group classes must be provided so that a designated gym employee can disinfect any equipment and other cleanable surfaces before the next class begins.

General Precautions

- All staff and employees who are sick should NOT enter the gym or fitness center.
- Fitness instructors should ask participants if they are feeling well before participating.
- Implement health screenings for employees. For guidance on health assessments: <https://flatheadhealth.org/wp-content/uploads/2020/04/4.27-Health-Assessment-and-Sick-Employee-Guidance.pdf>

Additional Social Distancing Ideas

- Space cardio equipment 6 feet apart.
 - Mark off every other machine.
- Limit access to the facility to members only.
 - Consider implementing appointment times for machines.

- Limit class sizes to allow for social distancing.
- Continue offering online video classes.
- Require sign-ups or reservations for classes.
- Alter the way members can sign in.
 - Have members scan their own cards instead of employee scans.
- Close off spaces where large groups congregate.
 - E.g. basketball courts, etc.
- Personal training sessions should accommodate social distancing.
- Limit access to locker room services.
 - Request that gym members arrive and leave in their gym clothes.
 - Only allow access to locker rooms for restrooms.
 - Request that gym members provide and launder their own towels.
 - Close off services such as saunas.
- Consider time limits for members to allow for more members to utilize facility.
- Consider offering reserved hours for immunocompromised or elderly individuals.
- Offer flexible hours to provide for ample social distancing
 - Stay open later or open earlier.
- Provide take out services only for juice bars.
- Do not allow congregation, remove table and chairs

Cloth Face Masks

- Consider implementing the use of cloth face masks by all staff, if possible.
- Consider implementing the use of cloth face masks by all campers, when possible.
- Train staff on appropriate use of face coverings
 - Refrain from touching eyes, nose, and mouth while putting on and removing face masks.
 - Wash hands immediately after taking off facemasks.
 - Facemasks should be routinely washed depending on frequency of use.
- Encourage parents/guardians to wear facemasks when picking up and dropping off children.
- Consider laundering facemasks for all staff.

Cleaning

Cleaning means removing dirt and germs from surfaces. Cleaning alone does not kill germs, but reduces the number of germs.

Clean all “high touch” areas such as counters, doorknobs, tables, benches, chairs, weights, restrooms, dressing rooms etc. frequently.

- Clean equipment and machines before and after use.
- Ensure cleaning products are available for members or have staff ready to clean machines before and after every use.
- Clean high touch surfaces after every use.
- If available, use disposable gloves to clean surfaces.

Disinfection

Disinfection kills germs on surfaces. Disinfect by using an EPA registered sanitizer for use against the virus that causes COVID-19. A list is available at:

<https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2>

- Follow manufacturer’s directions for safe, effective use
- Follow the contact time per the manufacturer’s instructions
- Disinfect all “high touch” areas such as counters, doorknobs, tables, benches, back of chairs, restrooms frequently.
- Disinfection is suggested at least every 2-3 hours. Disinfection can occur more frequently as desired.
- A chlorine bleach solution of 1/3 cup of bleach per gallon of water is also effective for disinfection.

Provide additional hand washing or hand sanitizing options for patrons:

- Hand sanitizer at entry of store.
- Hand sanitizer at check-out counter.
- Signs directing patrons to hand washing areas.

Cleaning and Disinfecting

- Clean all “high touch” areas such as counters, doorknobs, tables, benches, chairs, weights, restrooms, dressing rooms etc. frequently.
- Clean machines before and after use.
- Ensure cleaning products are available for members or have staff ready to clean machines before and after every use

- Clean high touch surfaces after every use
- If available, use disposable gloves to clean surface

Pools at Gyms

Last Updated 5/19/2020

Gym pools are allowed to operate with reduced capacity of 75% of normal bather load and basic compliance with social distancing requirements.

In the event a confirmed COVID-19 case is associated with a facility the facility should clean in accordance with CDC’s facility environmental cleaning procedures for workout areas, seating, locker rooms, and other areas of the establishment frequented by swimmers.

Phase 2 State Guidelines (Highlighted information effective June 1st, all other information still in effect):

- Front desk/gate attendant tracks occupancy, incoming and outgoing to ensure maximum occupancy does not exceed 75% capacity of normal bather load;
- Only registered members can use the facility, no day passes or walk-ins
- Train workers on symptom awareness and proper handwashing procedures
- Pool classes may continue; if:
 - All social distancing requirements must be observed during class; and
 - Any equipment used can be easily cleaned and disinfected between users;
 - Youth swim lessons may be offered in-line with previous guidance for Phase 1, which includes youth activities should avoid gathering in groups of more than 10 people in circumstances that do not readily allow for appropriate physical distancing.
- Signage must be posted with the following or substantially similar wording.
 - “Members with fever, shortness of breath, a cough, or other COVID-19 symptoms must refrain from using this facility.”
 - Signs shall be positioned for effective visual observation by members, such as on the entry way door
- No congregating in waiting areas, patrons should wait in an appropriately spaced line or way that observes social distancing

- Locker rooms should be monitored by a designated staff member to ensure they are not becoming crowded and that social distancing is being observed
 - Signage must be posted on the locker room door with the following or substantially similar wording, “Observe social distancing while using this facility. No loitering in common areas.”
- Social distancing should be applied in all common areas
- 6-foot spacing between unassociated members (i.e. not family members) in the pool.
- 6-foot spacing between groups of no more than 10 (i.e. family groups and unrelated individuals must maintain 6-foot separation) in the pool.
- Space pool deck tables and chairs to facilitate a 6-foot distance.
- Recommend, where possible, use of buoys and floating pool ropes to mark off lanes or areas of pool for separation of large swimming areas.
- Recommend, where possible, marking stairs and walkways with directional arrows to keep in/out traffic separated.

General Precautions

- All staff and employees who are sick should NOT enter the pool or spa area.
- Swim instructors should ask participants if they are feeling well before participating.
- Implement health screenings for employees. For guidance on health assessments: <https://flatheadhealth.org/wp-content/uploads/2020/04/4.27-Health-Assessment-and-Sick-Employee-Guidance.pdf>

Additional Social Distancing Ideas

- During free swim, limit number of people in the pool to allow for social distancing.
 - If in a gym setting, implement appointment times for lap swimming, etc.
- Limit swim class sizes to allow for social distancing.
- Require sign-ups or reservations for swim time.
- Restrict the use of shared pool toys (e.g. kickboards, pool noodles, beach balls, etc.)
 - Ask participants to bring their own equipment.
- Limit the availability of towels.
 - Ask participants to bring their own towel.

- Close off spaces where large groups congregate (e.g. waterslides, water spray pools, etc.)
- Personal water aerobic training sessions should accommodate social distancing.
- Limit access to locker room services.
 - Only allow access to locker rooms for restrooms and showers.
 - Showers should be open for swimmers before and after entering the pool.
 - Disinfect showers frequently.
 - Request that swimmers provide and launder their own towels.
- Consider time limits for swimmers to allow for more swimmers to utilize facility.
- Consider offering reserved hours for immunocompromised or elderly individuals.
- Offer flexible hours to provide for ample social distancing (e.g. stay open later or open earlier.)
- Do not allow congregation around the pool area (e.g. removing table and chairs.)

Cloth Face Masks

- Implement the use of cloth face masks by all staff, if possible.
- Train staff on appropriate use of face coverings
 - Refrain from touching eyes, nose, and mouth while putting on and removing face masks.
 - Wash hands immediately after taking off facemasks.
 - Facemasks should be routinely washed depending on frequency of use.
- Encourage patrons to wear face coverings while shopping.
- Consider laundering facemasks for all employees

Cleaning

Cleaning means removing dirt and germs from surfaces. Cleaning alone does not kill germs, but reduces the number of germs.

Clean all “high touch” areas such as counters, doorknobs, tables, benches, chairs, railings, restrooms, dressing rooms etc. frequently.

- Clean high touch surfaces after every use.
- If available, use disposable gloves to clean surfaces.

Disinfection

Disinfection kills germs on surfaces. Disinfect by using an EPA registered sanitizer for use against the virus that causes COVID-19. A list is available at:

<https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2>

- Follow manufacturer's directions for safe, effective use
- Follow the contact time per the manufacturer's instructions
- Disinfect all "high touch" areas such as counters, doorknobs, tables, benches, back of chairs, restrooms frequently.
- Disinfection is suggested at least every 2-3 hours. Disinfection can occur more frequently as desired.
- A chlorine bleach solution of 1/3 cup of bleach per gallon of water is also effective for disinfection.

Provide additional hand washing or hand sanitizing options for patrons:

- Hand sanitizer at entry of establishment.
- Hand sanitizer at check-out counter.
- Signs directing patrons to hand washing areas.

Cleaning and Disinfecting

- Clean all "high touch" areas such as counters, doorknobs, tables, benches, chairs, weights, restrooms, dressing rooms etc. frequently.
- Clean equipment before and after use.
- Ensure cleaning products are available for members or have staff ready to clean equipment.
- Clean high touch surfaces after every use
- If available, use disposable gloves to clean surfaces
- Provide hand sanitizing stations.

Guidance for Places of Assembly Last Updated 5/19/20

*Beginning on June 1st, places of assembly (bowling alleys, concerts, etc.) can operate at 75% capacity with sanitization and social distancing requirements met.

Phase 2 State Guidelines (Effective June 1st):

- In the event a confirmed COVID-19 case is associated with a facility the facility should clean in accordance with CDC's facility environmental cleaning procedures for areas of the establishment frequented by patrons.
- **Maximum number of attendees is 75 percent of normal capacity while maintaining 6 feet between non-family member groups.**
- Signage must be posted with the following or substantially similar wording:
- "Patrons with fever, shortness of breath, a cough, or other COVID-19 symptoms must refrain from using this facility."
- Signs shall be positioned for effective visual observation by patrons, such as on the entry way door.
- Increase cleaning and sanitizing of frequently touched surfaces, including door handles, chairs and tables.
- Keep social distancing of at least 6 feet between non-family member groups or immediate party.
- Food vendors must follow applicable COVID-19 procedures for restaurants and retail food service. Vendors should be encouraged to use single-service items whenever possible, especially for condiments and similar foods.
- Facilities should try to control customer flow in a manner that maximizes social distancing such as signage or ropes and directing flow in one direction.
- Provide hand sanitizer or hand washing stations throughout the venue whenever possible.
- Each venue should create and implement a written COVID-19 response plan.
- Increase cleaning and sanitizing of restrooms to no less than every two hours whenever possible.
- Provide clear plastic shielding between workers and attendees whenever possible, such as event cashiers and food vendors.

- If possible, do not use tables. Tables should be covered with single-use material and discarded between users, showings, performances or every two hours, whichever provides maximum spread protection.
- Train workers on COVID-19 symptom awareness and proper handwashing procedures.
- **Gift shops should limit entry to 75 percent capacity and clean commonly touched surfaces frequently.**

Additional measures that apply to theaters (live and movie)

- Increase cleaning time period between events, performances and showings. Ensure that commonly touched surfaces such as arm rests and railings are cleaned frequently.
- Ushers should monitor and enforce social distancing practices in theaters and encourage additional distance between guests as appropriate. o Ushers should limit the number of people in lines to no less than 6 feet between families or immediate party.

Social Distancing Ideas

Considerations for Patrons:

- Offer more show and museum times with limited occupancy to reduce gathering sizes.
- Rearrange seating to comply with social distancing (e.g. only allow seating in every other row).
- Remind patrons to only sit or gather near members of their household.
- Utilize online ticket purchasing and seat reservation systems.
 - Don't allow sales to exceed gathering capacity.
 - Ensure seat reservations allow for adequate physical distancing.
- Minimize the use of gathering and lobby areas.
- Limit cash or in-person transactions.
 - Consider allowing guests to order and pay for concessions when they purchase their tickets online.
- Place markings in areas where lines may form to guide physical distancing.
- Allow seating in every other row.
- Consider offering alternate show and attraction times for higher risk populations.

- Install plexiglass shields as appropriate .
- Clearly communicate building protocols through signage and floor markings.
- Limit the use of touchscreens or pin pads for the public.
 - Provide disposable wipes for patrons to clean touchscreens before and after each use.
- Consider adding signage to encourage foot traffic in one direction.

Considerations for Employees:

- Consider phasing in-facility work based on roles and priorities, including temp workers if needed
 - Alternating work weeks.
 - Staggered arrival/departure times.
- Consider low-touch or no-touch switches, doors, drawers and other fittings.
- Create secured, designated storage areas for personal items.
- Provide cleaning supplies for employees to clean work stations before and after their shifts.
- Prohibit the use of small shared spaces, like break rooms, utilize larger rooms with fewer employees.

Cloth Face Masks

- Implement the use of cloth face masks by all staff, if possible.
- Train staff on appropriate use of face coverings
 - Refrain from touching eyes, nose, and mouth while putting on and removing face masks.
 - Wash hands immediately after taking off facemasks.
 - Facemasks should be routinely washed depending on frequency of use.
- Encourage guests to wear face coverings while in facility.
- Consider laundering facemasks for all employees
-

Cleaning and Disinfecting

Clean all “high touch” areas such as counters, doorknobs, tables, benches, chairs, registers, card machines, etc. frequently.

- Clean more often if surfaces become visibly soiled.
- Clean rows of seating or areas of facility that receive increased traffic frequently.
- Clean any surfaces that may have blood, body fluids, and or secretions on them.
- Wear disposable gloves when cleaning surfaces.
- Dishes and eating utensils should be cleaned with dish soap and hot water.
- Use of a dishwasher also provides sufficient cleaning.

Provide additional hand washing or hand sanitizing options for patrons and employees:

- Hand sanitizer at entry of establishment.
- Hand sanitizer at counter areas.
- Signs directing guests to hand washing areas.

Social Gatherings and Events Last Updated 5/19/20

Beginning on June 1st, 2020, events and gatherings of people are allowed to function at 75% capacity in circumstances that readily allow for appropriate physical distancing.

Events where social distancing cannot be maintained must be limited to 50 people or less.

Phase 2 State Guidelines (Effective June 1st):

- Effective June 1, avoid gathering in groups of more than 50 people in circumstances that do not readily allow for appropriate physical distancing. It is recommended to continue to social distance in gatherings of any size.
- Groups larger than 50 people should be cancelled unless physical distancing can be maintained.
- If you are planning an event with more than 50 people you should consult with your local public health office on a plan to implement adequate social distancing.
- Consistent with the Centers for Disease Control and Prevention's (CDC) guidelines, event cutoff threshold is at the discretion of community leadership based on current circumstances in your community.
- Physical distancing guidelines for groups and gatherings do not apply to household members.

General Precautions

- All employees and individuals who are sick should NOT attend events.
- Provide adequate hand washing stations for visitors.
- Implement health screenings for event employees. For guidance on health assessments: <https://flatheadhealth.org/wp-content/uploads/2020/04/4.27-Health-Assessment-and-Sick-Employee-Guidance.pdf>

Social Distancing Ideas

- Limit access to events to ticketed event goers only.
 - Implement limited ticket sales.
- Limit event sizes to allow for social distancing.
- Require reserved seating.

- Do not allow for general standing areas.
- Require that each ticket correlates with a reserved seat.
- Encourage event goers to sit with household members.
 - If possible, provide spacing between different ticket groups.
 - E.g. offer ticket options in groups of 2, 4, 5, etc. with empty chairs between the grouped tickets.
- Consider offering more events with less event goers.
 - E.g. Three smaller concerts instead of one large concert.
- Continue to offer virtual events or event streaming.

Address Ingress and Egress Areas

- Implement staggered entering and exiting of the facility
 - Create staggered entering times. State the time frame individuals are encouraged to enter on their ticket.
 - At the end of an event, dismiss people by category (e.g. section, row, last name, etc.)
- Bring in additional restrooms such as port-a-potties, to avoid congestion in restroom areas.
- Offer flexible hours to provide for social distancing
 - Allow event spaces to open earlier or close later for ample time for guests to move in and out.

Other Considerations

- Per the Governor's Directive, self-serve buffets are not allowed in Phase 1 Reopening.
 - If food is being served at the event, consider table service or single-serve packed meal options.
- Per the Governor's Directive, bar service is not allowed in Phase 1 Reopening.
 - Consider limiting alcohol sales
 - Consider table service

Cloth Face Masks

- Implement the use of cloth face masks by all staff, if possible.
- Train staff on appropriate use of face coverings
 - Refrain from touching eyes, nose, and mouth while putting on and removing face masks.
 - Wash hands immediately after taking off facemasks.
 - Facemasks should be routinely washed depending on frequency of use.
- Encourage patrons to wear face coverings.
- Consider laundering facemasks for all employees.

Cleaning

Cleaning means removing dirt and germs from surfaces. Cleaning alone does not kill germs, but reduces the number of germs.

Clean all “high touch” areas such as counters, doorknobs, tables, benches, chairs, restrooms, dressing rooms etc. frequently.

- Ensure cleaning products are available for members or have staff ready to clean before and after events.
- Clean high touch surfaces after every use.
- If available, use disposable gloves to clean surfaces.

Disinfection

Disinfection kills germs on surfaces. Disinfect by using an EPA registered sanitizer for use against the virus that causes COVID-19. A list is available at:

<https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2>

- Follow manufacturer’s directions for safe, effective use
- Follow the contact time per the manufacturer’s instructions
- Disinfect all “high touch” areas such as counters, doorknobs, tables, benches, back of chairs, restrooms frequently.
- Disinfection is suggested at least every 2-3 hours. Disinfection can occur more frequently as desired.
- A chlorine bleach solution of 1/3 cup of bleach per gallon of water is also effective for disinfection.

Provide additional hand washing or hand sanitizing options for patrons:

- Hand sanitizer at entries of events.
- Hand sanitizer throughout the facility.
- Signs directing patrons to hand washing or hand sanitizing areas.