

March 23, 2020

ADDITIONAL GUIDANCE FOR 3RPHD SERVICE AREA

In light of the expanding COVID-19 pandemic and our commitment to keep the public safe, we encourage strict social distancing to stop of the spread of COVID-19 and offer the following additional recommendations to citizens in our service area.

Business places **in all sectors** are recommended to immediately implement the following:

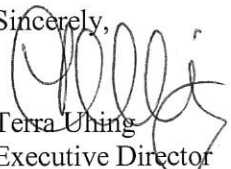
- Post a sign on the door that disallows anyone with fever, cough, and/or sore throat.
- Discourage workers with underlying medical conditions from coming to work.
- Avoid using public restrooms to the highest extent possible. Business places, should consider closing restrooms to the public for this reason.
- Frequent disinfection of surfaces in business places—including counter tops, pens, debit card machines, cash register buttons, door handles/knobs. This should occur multiple times per day.
- Those handling money, insurance cards or payment cards, consider wearing gloves to protect from contaminated money, or strict use hand sanitizer between each transaction. Moving to checks or online pay is even better in that it limits the back and forth exchanges from cashier to customer. Debit/credit cards, cash, and coins and debit/credit card machines all spread germs.
- Have a strict handwashing policy for all workers, which requires washing hands with soap and water for at least 20 seconds.

Below are **additional measures** based upon questions that we are receiving into our office:

- **Gas Stations-** When getting gas, pay at the pump and carry anti-bacterial wipes to clean the handle of the gas pump and wipe the key pad off. Limit people inside the store no more than 10 customers at a time. Close the dining or seating areas within gas stations.
 - For food warmers (pizza, fried food, hot sandwiches, etc.) or food display cases (donuts, cookies, etc.) discontinue the use of those and have staff serve these foods to customers directly.
- **Pharmacies-** Encourage drive-thru only or delivery. Encourage 90-day supplies, if allowed.
- **Banks-** Encourage online banking to the highest extent possible. Convert to drive-thru only and close lobbies. Tellers should wear gloves to protect themselves from contaminated money. Other banking services, conduct by appointment only.
- **Food-based businesses-** consider going to drive-thru, curbside pick-up, or delivery. Close the dining room. For delivery orders, the use of hand sanitizer before delivery and immediately following delivery is recommended to help prevent the spread of disease.
 - For food warmers (pizza, fried food, hot sandwiches, etc.) or food display cases (donuts, cookies, etc.) discontinue the use of those and have staff serve these foods to customers directly.
- **Miscellaneous Businesses** – It is recommended that businesses that provide products / services that are not “truly essential” at this time consider closing temporarily, moving to online only interactions, and/or rescheduling appointments to comply with the social distancing to the **highest extent possible**.

Thank you for your cooperation and support in proactively assisting us in keeping our most vulnerable population safe. Should you have any questions, please call our office at 402-727-5396.

Sincerely,



Terra Uhing
Executive Director