

Required Information for COVID Prevention and Control Plan for Restaurants with Close Contacts

December 26, 2020

If you operate a restaurant or other food service facility in King County, and have workers who are considered close contacts of a person who was diagnosed with COVID-19, those workers (having no symptoms) should follow the recommended guidelines for quarantine time. If it is not possible to complete a full 14-day quarantine, then Public Health would highly recommend that additional specific information be included in your COVID Prevention and Control Plan. The quarantine guidelines are as follows:

1. Stay in quarantine for 14 days after your last contact. **This is the safest option and is HIGHLY RECOMMENDED.**
2. If this is not possible, stay in quarantine for 10 days after your last contact, without additional testing.
3. If the first two options are not possible, stay in quarantine for 7 full days beginning after your last contact and if you receive a negative test result (get tested no sooner than day-5 after your last contact). *This will depend on availability of testing resources and may not be recommended in some settings.*

If your close contact workers are following quarantine options #2 or #3, Public Health asks that you include additional information in your business COVID Prevention and Control Plan. **Under certain circumstances, you may be asked to submit your COVID Plan for approval.** The Workplace Investigation Team (WIT) or the Safe Start for Taverns and Restaurants (SSTAR) Team may need additional information from you to determine whether adequate controls are in place, to allow your close contact workers to return to work prior to the end of the full 14 day quarantine period. If you are asked to submit your COVID plan for approval, please submit to SSTARReferral@kingcounty.gov. If you have any questions regarding required information, you may also contact us at the same email address.

The following information should be included in your COVID plan to ensure active managerial controls are in place, and ensuring the proper implementation of COVID prevention and control measures.

1. **Employee daily health screening and monitoring** – How do you perform daily health screening of your employees? What symptoms do you check for? How is it performed? Do you document the daily health screening? Please see the Employee Health Screening Tool linked below for your use. It includes the full list of symptoms to check for and a log sheet for documentation.

The Employee Health Screening Tool can be found here:

<https://www.kingcounty.gov/depts/health/covid-19/workplaces/~media/depts/health/communicable-diseases/documents/C19/employee-screening-tool.ashx>

2. **Employee face mask use** – Are all employees required to wear a face mask? What type of face masks are used? Do you supply them for your staff? Link to DOH information on Face Masks:

<https://coronavirus.wa.gov/information-for/you-and-your-family/face-masks-or-cloth-face-covering>

3. Employee physical distancing – Ensure 6 foot separation is maintained between customers and staff except for unavoidable, short-term exposures such as when taking orders, collecting payments and/or exchanging goods. How will you keep employee work stations at least 6 feet apart? Will there be floor markings to indicate where work stations are located? Can you please provide a diagram showing the work stations, indicating 6 foot distancing between them. Will you do anything else additionally to ensure staff is able to physically distance properly, such as the use of barriers, minimizing staff or customers in narrow or enclosed areas, stagger breaks and work shift starts?

4. Cleaning and sanitizing or disinfection of work spaces - Ensure food contact surfaces are washed, rinsed and **sanitized** following routine procedures, using approved sanitizer at correct concentration. Disinfectant should be used for other non-food equipment high touch surfaces at least hourly. How often will the sanitizer be changed? Appropriate test strips should be used. Please include in your plan the type of sanitizer you are using and the proper concentration in parts per million. (Chlorine based sanitizer is 50-100 ppm; quaternary ammonia is 200-400 ppm). Link to info on EPA approved disinfectants: <https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2-covid-19>

5. Staff Training - How will all staff be trained to the plan? Describe the specific type of training (e.g. team meeting, demonstration, review of printed materials) that will be used.

6. Corrective Action - How will management ensure the plan is being followed going forward? Describe methods of assessment and corrective actions when employees/volunteers are not following the plan.

7. Documentation - Will documentation be maintained for corrective actions? For example, the day/time/observed actions/correction. If not, this is strongly recommended.

8. Language barriers - If there are multiple languages spoken by staff, how will information from the plan be disseminated to those staff members?

9. For staff who are positive or suspected cases - Please follow the guidance from the DOH document, “What to do If You Have Confirmed or Suspected COVID-19”. It states:

How long should I isolate myself?

If you have confirmed or suspected COVID-19 and **have symptoms**, you can stop your home isolation when:

o You’ve been fever-free for at least 24 hours without the use of fever-reducing medication **AND**

o Your symptoms have gotten better, **AND**

o At least 10 days have gone by since your symptoms first appeared.

Please include this guidance in your plan.

Please note: This is not a complete list of information that should be included in your COVID Prevention and Control Plan. Please see the guidance documents below for additional information that should be included in your plan.

For additional information, please refer to the following links:

What Should I do if a Food Worker is Diagnosed with COVID-19:

<https://www.kingcounty.gov/depts/health/covid-19/workplaces/food-establishments/food-workers.aspx>

What to Do If You Have Confirmed or Suspected COVID-19?

<https://www.doh.wa.gov/Portals/1/Documents/1600/coronavirus/COVIDcasepositive.pdf>

DOH Guidelines for Restaurants:

<https://www.doh.wa.gov/Portals/1/Documents/1600/coronavirus/DiningAreaClosureGuidance.pdf>

Guidance from the Governor's office - Restaurant, Tavern, Breweries, Wineries and Distilleries COVID-19 Requirements. Contains the updated guidance for customer seating

<https://www.governor.wa.gov/sites/default/files/COVID19%20Phase%202%20and%203%20Restaurant%20and%20Tavern%20Guidance.pdf>

Guidance from the Governor's office - Outdoor seating requirements

<https://www.governor.wa.gov/sites/default/files/Requirements%20for%20Outdoor%20Seating%2011-15-20.pdf>