San Luis Valley Public Health Partnership

Checklist for Business/Facility Re-Opening
(updated 4/24/2020 – subject to change per Colorado State orders)

Business name: ________________________________

Facility address: ________________________________

Businesses must implement all applicable measures listed below. If a specific measure is
inapplicable to your business, you must provide an explanation.

Enforcement will be handled on a complaint basis. You do not need to submit this form to

County Public Health Agency unless asked to do so.

Signage:

☐ Use the provided templates at each public entrance of your facility or location to direct
employees and customers;

☐ If not using existing templates, signage posted at each public entrance of the facility or
location to inform employees and customers must include the following messages:
   ☐ No entry allowed if they have a cough or fever.
   ☐ Physical Distancing Protocol of maintaining a minimum six-foot distance from
      one another.
   ☐ Less than 10 people in the facility at any given time.

Measures To Protect Employee Health (check all that apply to the facility):

☐ Everyone who can carry out their work duties from home has been directed to do so.

☐ At least 50% of the workforce is working remotely, or shifts have been staggered so no
more than 50% of the typical workforce is on-site at any one time.

☐ All employees have been told to stay home if sick (including any of the following:
   headache, sore throat, fever, dry cough, recent inability to taste and smell, shortness of
   breath, earaches, body aches, diarrhea, fatigue, vomiting, and abdominal pain).

☐ Symptom checks are being conducted before employees may enter the workspace.

☐ All desks, individual work stations, or work areas are separated by at least six feet.

☐ Break rooms, bathrooms, and other common areas are being disinfected frequently, on
the following schedule;
   ☐ Break rooms: ____________
   ☐ Bathrooms: ____________
   ☐ Other ________________
   ☐ Disinfectant and related supplies are available to all employees at either their
      workstations or the following location(s):

_________________________________________
Hand sanitizer effective against COVID-19 is available to all employees at either their workstations or the following location(s):

Copies of this Protocol have been distributed to all employees.

Optional—Describe other measures:

Measures To Promote Physical Distancing (check all that apply to the facility):

- Limit the number of customers and employees in facilities/business areas to 10 or less to allow customers and employees to easily maintain at least six-foot distance from one another at all times.
- If possible, an employee will monitor the door to ensure that the maximum number of customers in the facility set forth above is not exceeded.
- Placing tape or other markings at least six feet apart in customer line areas inside the store and on sidewalks to public entrances with signs directing customers to use the markings to maintain distance.
- Optional—Describe other measures used to reduce the number of employees and customers/clients to 10 or less:

Measures To Prevent Unnecessary Contact (check all that apply to the facility):

- Preventing people from self-serving any items that are food-related.
- Lids for cups and food-bar type items are provided by staff; not to customers to grab.
- Bulk-item food bins are not available for customer self-service use.
- Providing for contactless payment systems or, if not feasible, sanitizing payment systems regularly.
- Providing curb-side drop-off/pick-up of products.
- Optional - Describe other measures (e.g. providing senior-only hours):
Measures To Increase Sanitization (check all that apply to the facility):

☐ Disinfecting wipes that are effective against COVID-19 are available near shopping carts and shopping baskets.
☐ Employee(s) assigned to disinfect carts and baskets regularly.
☐ Hand sanitizer, soap and water, or an effective disinfectant is available to the public at or near the entrance of the facility, at checkout counters, and anywhere else inside the store or immediately outside where people have direct interactions.
☐ Disinfecting all payment portals, pens, and styluses after each use.
☐ Disinfecting all high-contact surfaces frequently.
☐ Optional—Describe other measures:

Measures To Reduce Exposures in Employee Transportation

☐ Employee(s) are screened for COVID-19 symptoms each day and excluded from operations if symptomatic.
☐ Hand sanitizer is used by each employee when entering the vehicle and periodically during the shift.
☐ The number of passengers has been reduced by 50% of the vehicle occupancy and passengers sit in locations to maximize the distance between one another.
☐ Employees will wear a non-medical, cloth face covering when in a vehicle containing more than 1 person.
☐ Windows will remain open and ventilation increased.
☐ Disinfecting all high-contact surfaces of the vehicle will be done at the end of each day.

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

You may contact the following employee with any questions or comments about this protocol:

Name: Della Vieira  Phone: 719-637-5796
Moving from Stay-at-Home to Safer at Home
Due to the Presence of COVID-19 in the State

Colorado is moving from the Stay-at-Home level into the Safer at Home level. While at this level, Coloradans are strongly advised to continue staying at home to the greatest extent possible, only interacting with your household contacts and only leaving for essential activities. At-risk individuals, such as people 65 and older, should continue to stay at home unless absolutely necessary. This new level also includes some changes for commerce.

INFORMATION: About Safer at Home; At-Risk Individuals; Businesses; Child Care; Education; Enforcement; Health Care; Labor and Employment; Masks and gloves; Local Governments; Pets; Places of Worship; Recreation; Travel and transportation

About Safer-at-Home

What is the Safer at Home Level?
Coloradans are no longer ordered to stay home, but are strongly advised to stay at home. Critical businesses are open and limited non-critical businesses are operating with strict precautions in place.

How is this different from the Stay-at-Home Order?
Under the Safer at Home order there is more flexibility for businesses to open if they are following Social Distancing Requirements. There also is more flexibility for consumers -- except for seniors and other vulnerable populations to get goods and services they desire, and for employers to begin bringing employees back to the workplace as long as they follow social distancing guidelines and wear a cloth face covering.

What does this mean for Coloradans?
- **Coloradans should stay home as much as possible**, leaving only for a limited number of specific activities.
- When you go out, you must follow physical distancing requirements (6 feet of space between yourself and others) and wear a mask or face covering.
- Vulnerable people at high risk of severe illness from COVID-19 should follow Stay-at-Home recommendations, which means only leaving home for medical care and essential activities.
- People who have COVID-19 symptoms must isolate unless they have a negative test result. As the state works to build up testing capacity, self-isolating when you are ill is the best course of action. Please read how to isolate, which includes symptoms.
- Only essential travel in- or out-of-state is permitted.
- Sick people must not go to work.

Should I wear a mask?
Colorado is asking everyone to wear a non-medical cloth face covering while out in public for necessary activities like grocery shopping, going to work or walking your dog. Please make or buy a cloth covering that will cover your mouth and nose and use it whenever you are outside your own house or yard. Scarves and bandanas will work as coverings. Wash your face covering regularly.

All workers should wear medical or non-medical face coverings that cover the mouth and nose while at work, except where doing so would inhibit health, and to wear gloves (if gloves are provided by an employer) when in contact with customers or goods.
What are “essential activities”?
Activities, tasks, and errands you must do to keep yourself, your family, and your household members safe and healthy. Essential activities include:

- Getting essential medical care, medical supplies and equipment, and medicine.
- Getting food and supplies for yourself, your family, your pets, and your household members. That means the supplies you need to live a healthy life, keep a safe and healthy home, and get supplies you need to work or learn at home.
- Caring for a family member, vulnerable person, or animals that are in a different location than your home.
- Walking your dog or feeding animals.
- Outdoor activities such as walking, hiking, cross-country skiing, running, etc. Group sizes are limited to 10 and groups must follow Social Distancing Requirements. Travel for recreation is limited to 10 miles.
- Going to work.

What are the “Social Distancing” or “Physical Distancing” Requirements?

- Keeping 6 feet of physical distance between all people at all times. The 6-foot rule does not apply to people who live in the same house as you -- in other words, your roommates, and family. But if you, your family, or your roommates get sick, you or they must isolate.
- Washing hands as often as you can. Wash with soap and water for at least 20 seconds. If soap and water are not available, use a hand sanitizer with at least 60% alcohol.
- Covering coughs and sneezes. Use a tissue; then throw the tissue away. Use your sleeve or inner elbow if a tissue is not available.
- Regularly cleaning high-touch surfaces.
- Not shaking hands.
- Wear a mask or face covering.

Can Coloradans hold public or private gatherings under this level?
While the Safer-at-Home level is in effect, gatherings in both public and private spaces of more than 10 people are prohibited. We advise continuing to only socialize with members of your household. Any gatherings of 10 or fewer people outside your household should adhere to all Social Distancing requirements and recommendations.

Why is this level necessary?
The change from Stay-at-home to Safer at Home is about establishing a more sustainable way of living for Coloradans during this pandemic. While at the Safer at Home level, it is critical for Coloradans to continue staying home as much as possible. Higher-risk individuals and people 65 and older should continue staying at home and only leave for essential activities. This Safer at Home level will also allow for more economic activity, more personal well-being, and more geographic differentiation while ensuring public health and safety.

When does this level take effect? How long does it last?
The Executive Order and Public Health Order go into effect on Monday, April 27, 2020 and represent a phased-in approach with various changes going into effect on April 27, May 1, and May 4. The revised Executive Order and Public Health Order expire May 26, 2020, but both can be extended, amended or changed. It is important to follow covid19.colorado.gov to keep up with the most current state orders.

What are the levels?
Colorado has been doing a great job following the Stay-at-Home order, and we must keep it up. The virus will continue to transmit with spikes and declines of cases until a vaccine is developed and widely available. The virus is still present in Colorado and can surge at any time. We may move between these different levels during the pandemic:

- **Level 1: Stay at Home.** Everyone is required to stay at home except for grocery shopping, medical care, exercise, and necessary activities. Only critical businesses are open.
- **Level 2: Safer at Home.** Everyone is still strongly advised to stay at home. Critical businesses are open and non-critical businesses are operating with restrictions.
• **Level 3: Protect Our Neighbors.** With more testing and monitoring, it will be safer for people to socialize more normally, while taking significant precautions. We will still need strong protections for higher risk individuals.

**What if cases spike back up after moving into this new level?**
The governor won’t hesitate to take the necessary steps to protect the health and safety of Coloradans, including going back to the Stay-at-Home Level or promulgating more restrictions. It is everyone’s personal responsibility to know and follow current orders. During Safer at Home, we must continue staying home as much as possible, and take the necessary steps like washing hands and wearing a mask when leaving the house.

**At-Risk Individuals**

**Who are vulnerable populations and who should still follow Stay-at-Home?**
Individuals who are 65 years and older; individuals with chronic lung disease or moderate to severe asthma; individuals who have serious heart conditions; individuals who are immunocompromised; pregnant women; and individuals determined to be high risk by a licensed healthcare provider are considered vulnerable under Executive Order D 2020 044. Vulnerable people at high risk of severe illness from COVID-19 should follow Stay-at-Home recommendations, which means only leaving home for medical care and essential activities.

**I am a vulnerable population that the Governor has mandated to continue to stay home, but my employer wants me to come back to work.**
Per Safer at Home Executive Order D 2020-044, no vulnerable individuals can be compelled by their employer to return to work if their work requires in person work near others. If the workplace is particularly unsafe -- e.g., if it had an outbreak -- unemployment benefits might be available, depending on the facts, and OSHA safety rules might limit requirements to return.

**Can my employer discriminate against me for being a vulnerable population?**
No, it’s illegal to discriminate against anyone based on age, disability, pregnancy. Anyone believing they have been discriminated against or not accommodated should contact Colorado Civil Rights Division or the Equal Employment Opportunity Commission.

**What if you live with a vulnerable person?**
If you live with someone who is a vulnerable population, you also should follow stay at home guidelines to the greatest extent possible so as not to bring exposure into your household.

**What if my home is not a safe environment?**
If it is not safe for you to remain home, you are able and urged to find another safe place to stay during this order. Please reach out so we can help. You may call the domestic violence hotline at 1-800-799-7233 or contact your local law enforcement.

**What about people at higher risk from severe illness from COVID-19?** Higher risk populations and people 65 and older should stay at home as much as possible. Higher-risk people should follow the terms of the previous Stay-at-Home Order.

**What about people who are experiencing homelessness?**
We encourage people experiencing homelessness to practice social distancing.

Additionally, DOLA is working with state and local partners who provide services to our unhoused Coloradans through a statewide homeless taskforce. (link provided below)

HUD has also developed an Infectious Disease Toolkit for Continuums of Care (CoC) to prepare for and manage the spread of infectious disease in shelters.
Finally, DOLA, CDPHE, and other partner agencies have created guidance for homeless care providers that is posted on the DOLA website.

Some of the main focus points for the homeless are as follows:
- Recommended Local Strategic Approaches for COVID-19 Response
- COVID-19 Homeless Task Force Form
- Local Emergency Manager Contact Information
- Non-Congregate Sheltering

**Businesses**

**What is the timeline for these businesses to open under the Safer at Home level?**

**Monday, April 27**
Retail businesses can open for curbside delivery. Real estate home showings can resume.

**Friday, May 1**
Retail businesses can phase-in a public opening if they are implementing best practices.

Personal services can open if they are implementing best practices.

**Monday, May 4**
Offices can reopen at 50% reduced in-person staffing capacity, if best practices are being implemented to protect the health and safety of employees.

Note: Businesses are encouraged to allow employees to continue telecommuting at higher levels if possible. Child care facilities can also expand or reopen if they are following best practices.

**What additional businesses will be able to open during the Safer at Home level?**

A complete list can be found [here](#).

**Non-Critical Retail**
Non-critical retail can operate and offer goods through delivery service, window service, walk-up service, drive-through service, drive-up service, curbside delivery.

Beginning on May 1, 2020, non-critical retail will be able to allow customers onsite if they are in accordance with mandatory Social Distancing Requirements, similar to the requirements for critical retail.

Non-critical retail means any retail service that is not included in the list of critical retail services. Examples of non-critical retail include retailers of clothing, home goods, thrift shops, apothecaries, vape shops, craft stores, fishing tackle retailers, sporting goods, boutiques, etc.

**Field services and real estate**
All field services, including real estate, may resume operations, in accordance with Social Distancing Requirements. Allowable activities include landscaping and lawn care, house cleaning, handyman services, electricians and plumbers, in-person real estate showings and marketing services, which must adhere to physical distancing requirements with cleaning and disinfection between each showing, beginning April 27. Open houses are prohibited.

**Non-critical and non-commercial businesses**
Non-critical and non-commercial businesses operating in an office and not a production environment, may allow up to 50% of their employees to conduct in-person work in accordance with the Safer at Home requirements. All employers are encouraged to continue implementing telecommuting and staggered work schedules as much as possible. Offices in compliance with Safer at Home requirements can reopen May 4.
Limited personal services

Personal services are services and products that are not necessary to maintain an individual's health or safety, or the sanitation or essential operation of a business or residence. Personal services that are in compliance with Safer at Home requirements can resume May 1. Personal services that will be able to open during Safer at Home include personal training services for 4 or fewer people, pastoral services and dog grooming services.

This also applies to non-critical professionals regulated by the Division of Professions and Occupations, within the Department of Regulatory Agencies (DORA) including but not limited to services provided by personal beauty professionals such as hairstylists, barbers, cosmetologists, estheticians, nail technicians, as well as massage therapists, whose work requires these professionals to be less than six feet from the person for whom the services are being provided. Massage therapy services ordered by a health care professional should consult Executive Order D 2020 027. Services may only be performed with 10 or fewer people in a single location at a maximum of 50% occupancy for the location, whichever is less, including both employees and customers, with Social Distancing Requirements, such as 6 feet distancing between customers, in place. Both employees and customers must wear at least a cloth face covering, or non-medical grade mask at all times.

What is still closed?

- Restaurants, food courts, cafes, coffeehouses, and other similar places of public accommodation offering food or beverage for on-premises consumption. Delivery and drive-up service is available.
- Bars, taverns, brew pubs, breweries, microbreweries, distillery pubs, wineries, tasting rooms, special licensees, clubs, and other places of public accommodation offering alcoholic beverages for on-premises consumption.
- Cigar bars.
- Gymnasiums, yoga and fitness studios; bowling alleys.
- Playgrounds.
- Libraries.
- Movie and performance theaters, opera houses, concert halls, music halls and museums.
- Casinos.
- Horse tracks and simulcast facilities, also known as off-track betting facilities.

What guidance is being given to employers and employees for best practices in opening back up?

All workplaces should:

- Maintain 6 feet between all people at all times as much as possible.
- Frequently clean all high-touch areas.
- Conduct daily temperature checks and monitor symptoms in employees, logging all results.
- Consider staggering or altering shifts to reduce the number of employees onsite at once.
- Provide appropriate protective gear like gloves, masks, and face coverings and encourage appropriate use.
- Ensure workers:
  - Take breaks to wash hands or use hand sanitizer.
  - Wear masks and gloves.
  - Stay home if they are sick.

Specific guidance for businesses can be found at covid19.colorado.gov/safer-at-home.

What if a business isn’t following the Safer at Home requirements after opening to the public?

Businesses will only be allowed to open if they are in compliance with Safer at Home requirements, and it is in a business’ best interest to ensure the safety of their customers. The state will work with local public health departments on enforcement for these requirements.

Has anything changed for critical businesses?

Critical businesses that were open under the Stay-at-Home order will remain open during the Safer at Home level with the same strict precautions (physical distancing, masks for all employees, more frequent cleanings, etc.).
Critical businesses must continue to comply with distancing requirements at all times, adopt work from home or telework policies for any operations that can be done remotely, and implement other strategies, such as staggered schedules or redesigning workplaces, to create more distance between workers unless doing so would make it impossible to carry out critical functions. A list of critical businesses is available at covid19.colorado.gov/critical-businesses

What kind of construction is allowed?

Guidance on what construction activities are allowed

Child Care

Can child care services remain open under this order?
Yes. Licensed child care services are open under specific guidance from public health. Child care facilities are encouraged to remain open to provide services for whomever might need them. Any questions concerning licensed child care services should be sent to the Colorado Department of Human Services, Office of Early Childhood, Childcare Licensing and Administration at cdhs_oec_communications@state.co.us or 1-800-799-5876 or 303-866-5948.

Will child care be more widely available for families who need it?
Under the Stay-at-Home order child care was deemed an essential business and childcare for essential workers was subsidized. Under Safer at Home child care facilities can expand or reopen if they are able to implement the public health and licensing guidelines put in place for operating during COVID.

Can I pick up meals being provided by my child's school?
Yes. Schools that provide free food services to students will continue on a pick-up and take-home basis.

Education

When will P-12 schools open?
Under Executive Order D 2020 041, normal in-person instruction at all P-12 schools in Colorado will be suspended until the scheduled end of the 2019-2020 regular school year. The Governor is hopeful that students can return to in-person learning in the fall, but Colorado's public health experts will analyze the data and latest information to determine the best course of action.

When will colleges and trade schools open?
The Governor is directing the Colorado Department of Higher Education (CDHE) to work with CDPHE to identify programs and courses at postsecondary institutions that cannot be taught remotely and require limited in-person instruction. CDHE, with input from CDPHE, will develop a process by which institutions can propose specific courses and programs and attest to following Social Distancing Requirements and meeting other hygiene requirements.

What about summer school?
Executive Order D 2020 041 covers in-person instruction for the remainder of the 2019-2020 school year. The Governor and Colorado Department of Public Health and Environment will evaluate the latest data in the coming weeks and months to make a decision about summer school.

Enforcement

How will this order be enforced?
Colorado law requires compliance with executive and public health orders; therefore not following these orders is breaking the law. We all must do our part to ensure success, and call upon all people in Colorado to voluntarily comply. Local law enforcement agencies can enforce public health orders. State law enforcement will assist and
support in any way requested, but voluntary compliance is critical. Law enforcement involvement is reserved for the most aggravated circumstances.

Gov. Polis has created an advisory board to support coordination across multiple jurisdictions on compliance and enforcement for Safer at Home with the goal of maximizing Social Distancing compliance. It will be specifically focused on how local governments and local public health can coordinate with the state on educating the public about these regulations, and maximizing compliance and enforcement efforts during the COVID-19 crisis.

Are the Safer at Home executive order and corresponding public health orders mandatory or just guidance? They are mandatory.

Will the Colorado National Guard be enforcing this order? No. The Colorado National Guard will be supporting logistics, transportation, and medical response efforts. The Guard will not be enforcing this order.

Residents who suspect that someone is violating the order should first contact their local public health agency to report any concerns. Residents may also file a report with the Attorney General’s Office at covid19@coag.gov if local law enforcement or a local public health agency is unresponsive.

For more information about public health orders and how they are enforced click here.

Will I be fined or jailed if I don’t wear a mask when I’m out in public? People are advised to wear a non-medical cloth face covering that covers the nose and mouth whenever in public, but it is not a requirement. You will not be fined or jailed. Again, we are calling on all Coloradans to voluntarily comply with the orders and recommendations.

What can residents do if they suspect someone is violating a public health order? Residents should contact their local public health agency to report any potential violations of an order.

Health Care

How can I get medical care if I need it? It is important to seek medical care if you need it. If you are feeling sick, call your doctor, a nurse hotline, or a telehealth hotline. If you are experiencing COVID-19 symptoms or are currently in isolation, you should stay at home and follow the guidelines provided by your physician. When possible, health care visits should still be done remotely. Contact your healthcare provider to see what telehealth services they provide or visit this directory for more information.

If you are having a medical emergency of any kind, call 911.

Non-emergency or elective health and dental services can begin April 27.

Can I get a prescription filled? Yes. Pharmacies and other medical services will remain open. Consider having prescriptions delivered to your home.

Labor and Employment

My hours and wages have been reduced, but I plan on returning to my previous job. What resources are available to me?

- You might be eligible for unemployment benefits depending on the circumstances of your reduced wages or hours. The CARES Act provides additional benefits to those who have exhausted their regular unemployment benefits and to those who are gig workers, self-employed, or otherwise might not qualify
for unemployment benefits. It also provides an additional $600/week for all eligible unemployment claimants.

- More information on the types of unemployment available can be found here.
- To file a claim visit www.colorado.gov.

What if my employer is requiring me to return to work, but I don’t feel safe?
- Per Safer at Home Executive Order D 2020 044, no vulnerable individuals can be compelled by their employer to return to work if their work requires in person work near others.
- Employers must accommodate vulnerable individuals with remote work options, if the work can be done remotely.
- If you refuse to return to work, are fired or quit due to unsatisfactory or hazardous working conditions, you may be eligible for unemployment to the degree of risk involved to your health.
- If an employer requires work from an employee entitled to paid leave (due to illness or a quarantine/isolation order) under the Colorado HELP Rules, that would be unlawful under those rules, and should be reported to the contact information at the bottom of these FAQs.
- Any other possible violations of social distancing, or other health and safety orders, should be reported to the federal Occupational Safety and Health Administration or County health officials. https://www.osha.gov/contactus/bystate/CO/areaoffice

Am I eligible for paid leave for possible COVID-19 or quarantine/isolation orders?
- Federal law requires up to two weeks paid leave for those who work for employers with fewer than 500 employees (though some employers with 50 or fewer employees may be exempt). The Colorado Health Emergency Leave with Pay Rules ("Colorado HELP Rules") adds coverage for all workers in the following, regardless of employer size:
  - leisure and hospitality (arts, entertainment, recreation, hotels/motels, and other accommodations).
  - food services (restaurants, coffee shops, bars, caterers, cafeterias, etc.).
  - retail establishments (of all kinds).
  - real estate sales and leasing.
  - other office workers (both employers that operate entirely in offices and, at mainly non-office employers [e.g., factories], the subset of employees who are office workers).
  - elective medical, dental, and health services.
  - personal care services (defined as hair, beauty, spas, massage, tattoos, pet care, or substantially similar services).
  - food and beverage manufacturing.
  - child care.
  - education at all levels (including related services, including but not limited to cafeterias and transportation to, from, and on campuses).
  - home health care working with elderly, disabled, ill, or otherwise high-risk individuals.
  - nursing homes and community living facilities.

What conditions qualify for paid leave?
- Employees with flu-like or respiratory illness symptoms who are either (1) being tested for COVID-19 or (2) under instructions from a health care provider or authorized government official to quarantine or isolate due to a risk of having COVID-19. The requirement to provide paid sick leave ends if an employee receives a negative COVID-19 test result.
- Federal law provides additional paid leave for child care needs due to coronavirus-caused closures of schools or child care establishments.

How much paid leave is required?
- If the federal paid leave rules apply (for most employees at employers with fewer than 500 employees): Two weeks of pay (up to 80 hours) at the employee’s regular pay rate.
If the federal paid leave rules do not apply (for employers above 500 employees, and some below 50), but the Colorado HELP Rules do: Two weeks of pay (up to 80 hours) at two-thirds of the employee’s regular pay rate.

Federal law provides two weeks of pay at two-thirds of the employee’s regular rate for child care needs due to coronavirus-caused closures of schools or child care establishments, or the need to care for an individual subject to quarantine. An additional 10 weeks of expanded family and medical leave at two-thirds of the employee’s regular rate is available for child care needs due to coronavirus-caused closures of schools or child care establishments.

Where can I learn more or ask questions about paid leave?

- For the federal paid leave rules applicable to employers with fewer than 500 employees: read this U.S. Department of Labor information page, then call 1-866-487-9243 or (720) 264-3250 with any remaining questions.
- For the Colorado HELP Rules applicable to employers of all size in the industries listed above: read this Colorado Department of Labor and Employment page on the Colorado HELP Rules, then call (303) 318-8441 or email cdle_labor_standards@state.co.us with any remaining questions.
- For information on workplace discrimination and accommodation, contact the Colorado Civil Rights Division or the local office of the U.S. Equal Employment Opportunity Commission.
- For workplace safety issues and violations, contact the local office of the U.S. Occupational Safety and Health Administration.

Local Governments

Can local governments implement more restrictive or more relaxed measures?

Nothing in the Executive Order prohibits a county from enacting more protective standards, including but not limited to stay-at-home orders or additional protective measures.

Any county wishing to apply for a local variance from part or all of the Executive Order for less restrictive measures must submit a written application to CDPHE certifying that the county has low case counts and/or can document 14 consecutive days of decline in COVID-19 cases reported in the county. The application must include a written COVID-19 suppression plan approved by the appropriate local public health authority, and all hospitals within the county (unless no hospitals are located in the county) and a majority of the county commissioners, or (in the case of the City of Denver) the mayor of Denver, or (in the case of Broomfield) the City Council.

CDPHE shall review and approve a county-specific COVID-19 suppression plan that meets the department’s public health standards. CDPHE shall not provide COVID-19 preparedness grant funding to any county that implements measures that are less restrictive than the standards contained in state orders without first obtaining approval from CDPHE.

My city or county also has a stay-at-home order. Which one should I follow?

The most restrictive terms of either the state or local orders apply. So if the city or county’s order is more restrictive than the state order, follow the city or county order.

What if my county has different rules than the state’s Safer at Home order?

Under the Safer at Home level, local governments will have a variety of options when it comes to slowing the spread of the virus and protecting their communities:

- Local governments can implement the guidelines of Safer at Home to match the state.
- Local governments can go farther than the state, including but not limited to stay-at-home orders or additional protective measures.
- Local governments can relax guidelines more than the state. To do so, local governments will need to demonstrate proof of 14 consecutive days of decline of infection of COVID-19 in the county. Local governments also must submit an application to CDPHE that includes a written COVID-19 suppression plan.
plan approved by the appropriate local public health authority, all hospitals within the jurisdiction and
elected leadership.

Colorado residents should follow the state’s guidance unless their local government has received a variance from
the state or is enforcing more restrictive orders than the state.

What if the city I live in has different rules in place than the county I live in?
There is a process outlined in the executive order for a county to apply for a variance from the Safer at Home
order, and both counties and municipalities can implement stronger restrictions on their own. The strongest
restrictions should be followed.

Masks and gloves

Should I wear a mask?
Colorado is asking everyone to wear a non-medical cloth face covering while out in public for necessary activities
like grocery shopping, going to work or walking your dog. Please make or buy a cloth covering that will cover your
mouth and nose and use it whenever you are outside your own house or yard. Scarves and bandanas will work as
coverings. Wash your face covering regularly.

All workers should wear medical or non-medical face coverings that cover the mouth and nose while at work,
except where doing so would inhibit health, and to wear gloves (if gloves are provided by an employer) when in
contact with customers or goods.

Safer at Home requires that non-critical health care service providers (e.g., chiropractors, acupuncturists, etc.)
wear a medical grade mask. What is a medical-grade mask?
A medical grade face mask is also called a surgical mask. These are disposable, fluid-resistant masks that provide
the wearer protection against large droplets, splashes, or sprays of bodily or other hazardous fluids. They also
protect others from the wearer’s respiratory emissions. Surgical masks do not provide the wearer reliable
protection from inhaling smaller airborne particles. N95 or other types of respirators should be considered if
available and if the wearer seeks protection from small particle aerosols.

Safer at Home requires some workers to wear gloves. What kind of gloves are required and for whom?
Non-critical health care services providers are required to wear disposable patient examination gloves such as
nitrile, rubber, polychloroprene, or vinyl gloves. Personal service providers (e.g., hair stylists) are recommended to
wear the same.

Pets

What about my pet?
Pet supply stores and veterinary services will remain open. You are allowed to walk your dog and seek medical care
for your pet should they require it. Be sure to practice physical distancing while out on walks, maintaining at least 6
feet from other neighbors and their pets.

Places of Worship

Will churches, synagogues, mosques and other places of worship reopen under the Safer at Home order if they
follow physical distancing requirements?
During the Safer at Home level, gatherings in both public and private spaces of more than 10 people are
prohibited. Places of worship are encouraged to continue providing access to services online or drive-up worship
(as long as vehicles are turned off and not idling). Additional guidance can be found here.

Local and Personal Recreation
Is it OK to go outside and exercise or play?
It is physically and mentally healthy to be outdoors. Stay close to home and choose times and places where you can maintain 6 feet of physical distance between yourself and others.
- Recreate locally. Keep recreational activities within 10 miles of home to prevent disease spread.
- If you are in the Denver metro area, don’t travel to our mountain communities.
- Reduce visits to the trails and open spaces in the foothills.
- Similarly, if you live outside the Denver metro area, avoid traveling to Denver for recreational activities.
- Individuals may participate in local and personal recreation in outside public spaces, as an authorized Necessary Activity, in groups no larger than 10 and practicing social distancing maintaining 6 feet between participants.
- Playgrounds, playground equipment, and gymnasiums remain closed. Gymnasiums include fitness, dance, exercise or group classes, exercise studios and centers, recreation centers, bowling alleys, pools, and other indoor athletic facilities.
- Personal training and classes in any setting limited to 4 or fewer individuals complying with Social Distancing Requirements and does not utilize any shared equipment are allowed.
- Wear a mask when participating in activities.

Is it OK to gather in groups to socialize outside?
- It is best to socialize only with your household members, but physical activity promotes health and well-being. If you are engaging in outdoor activities with people outside your household, limit group size to 10 or fewer, and make sure there is at least 6 feet of physical distance between all people at all times. Specific counties may have different rules on allowable group sizes; please follow your county’s rules and read and obey signs that may be posted in the parks and on trails.
- People should not gather in any outdoor space where they cannot maintain 6 feet of physician distance from one another. That includes pavilions, areas that offer shelter, or other outdoors areas that invite people to congregate in groups and do not allow for 6 feet of physical distance.

What about parks and playgrounds? Are they open?
- State parks are open for walking, biking, etc., but all playgrounds, picnic areas, campgrounds, and other areas where groups might gather are closed. Restrooms in state parks are open. Please practice good handwashing and distancing if using state park restrooms.
- For city and county parks, check with your local government or parks department to find out whether parks are open and whether the park restroom facilities are open.
- Playgrounds are closed. If you find one that is open, we recommend you do not use it.

Are golf courses open?
Golf courses can remain open as an allowable outdoor activity; however, physical distancing requirements must be strictly followed. Clubhouses, restaurants, snack bars and pro shops must not be open and tee times and golf fee transactions made only online. Only household members may share a golf cart or be a caddy for a golfer. Golfers are strongly encouraged to not touch any equipment that is not their own (e.g. tees and flags).

Will my gym be open? What if I attend fitness classes in a studio?
Gyms will remain closed under Safer at Home, and that includes fitness studios such as yoga, pilates, barre, etc.

You can do indoor personal training/classes with a maximum of four people unless everyone lives in the same household. For example, a family of five can train together. Those from different households must be physically distant and can have no shared equipment.

Coloradans can play tennis and basketball only with less than four people, and only with those from your own household.

Are gun ranges open?
Outdoor gun ranges may open, but indoor ranges must stay closed.

**Travel and transportation**

**What is essential travel?**
Travel from your home to places you need to go to do necessary tasks, errands and activities, get food or necessary equipment and supplies, transport kids for a shared parenting arrangement or child care, or go to work when required to be in the workplace. Limit activities to your immediate community, no more than 10 miles from your home. If you aren’t absolutely sure you need or are required by your work to do it, you probably don’t need to do it.

**Will public transportation and ridesharing be available?**
Public transportation and ridesharing should be used for essential travel only. When possible, walk, bike, or drive yourself.

**Will roads be closed?**
No, the roads will not be closed. You should only travel if it is essential to your work or health.

**Can I drive out of state?**
During Safer at Home all Coloradans should stay at home as much as possible. The federal government regulates interstate travel.

**Can I take a flight out of state?**
Planes and any other form of travel should only be used for essential purposes.

**Can I travel to other places in Colorado, like to the mountains or resort areas?**
Do not take a “Colorado vacation” or go to your second home. Limit activities to your immediate community, no more than 10 miles from your home. Do not travel to mountain areas or the Western Slope. This is to prevent disease spread.
Public Health Orders and Guidance

Best practices for all businesses, essential and non-essential

<table>
<thead>
<tr>
<th>WORKSITES</th>
<th>EMPLOYEES</th>
<th>TO PROTECT CUSTOMERS</th>
</tr>
</thead>
<tbody>
<tr>
<td>- Deputize workplace coordinator(s) charged with addressing COVID-19 issues</td>
<td>- Require employees showing any symptoms or signs of sickness, or who has been in contact with known positive cases to stay home. Connect employees to company or state benefits providers</td>
<td>- Create special hours for people at higher risk of severe illness from COVID-19.</td>
</tr>
<tr>
<td>- Maintain 6-foot distancing when possible, and discourage shared spaces</td>
<td>- Provide flexible or remote scheduling for employees who need to continue to observe Stay-at-Home, who may have child or elder care obligations, or who live with a person who still needs to observe Stay-at-Home due to underlying condition, age, or other factor</td>
<td>- Encourage and facilitate 6-foot distancing inside of the business for all patrons</td>
</tr>
<tr>
<td>- Frequently sanitize all high-touch areas (Additional Guidance)</td>
<td>- Encourage and enable remote work whenever possible</td>
<td>- Encourage use of protection like gloves, masks, and face coverings.</td>
</tr>
<tr>
<td>- Post signage for employees and customers on good hygiene</td>
<td>- Minimize all in-person meetings</td>
<td>- Provide hand sanitizer at entrance.</td>
</tr>
<tr>
<td>- Ensure proper ventilation (OSHA guidance)</td>
<td>- Provide hand washing facilities/stations and hand sanitizer</td>
<td>- Install shields or barriers where possible between customers and employees.</td>
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<tr>
<td>- Avoid gatherings (meetings, waiting rooms, etc.) of more than 10 people</td>
<td>- Encourage breaks to wash hands or use hand sanitizer</td>
<td>- Use contactless payment solutions, no touch trash cans, etc. whenever possible.</td>
</tr>
<tr>
<td>- Implement symptom monitoring protocols (including workplace temperature monitoring and symptom screening questions) where possible (Additional Guidance)</td>
<td>- Phase shifts, breaks to reduce employee density</td>
<td>(Additional guidance to keep employees and customers safe).</td>
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<tr>
<td>- Eliminate or regularly sanitize any items in common spaces (i.e., break rooms) that are shared between individuals (i.e., condiments, coffee makers, vending machines) (Additional Guidance)</td>
<td>- Wear appropriate protective gear like gloves, masks, and face coverings and encourage appropriate use (Additional Guidance)</td>
<td></td>
</tr>
<tr>
<td>- Provide appropriate protective gear like gloves, masks, and face coverings and encourage appropriate use (Additional Guidance)</td>
<td>- (Guidance to keep employees &amp; customers safe)</td>
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EDUCATION P-12

Remote remote learning for the rest of the school year, with very limited exceptions

Buildings can be used for providing services to students, educators, and families. P-12 schools and school districts intending to provide these services, which may include in-person small group instruction; staff professional development; food service; access to internet, devices, or instructional materials and equipment; special education services; or mental health supports, must work in coordination with their local public health agency and must observe Social Distancing Requirements as required by applicable public health orders.

<table>
<thead>
<tr>
<th>WORKSPACE</th>
<th><strong>EMPLOYEES</strong></th>
<th>TO PROTECT STUDENTS/PARENTS</th>
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</table>
| • Ensure 6-foot distancing at all times, where possible  
  • Conduct daily temperature checks and monitor symptoms in employees and students and any person entering the building. Refer symptomatic employees to the CDPHE Symptom Tracker. (Additional Guidance)  
  • Designate rooms to quarantine individuals until health officials are contacted / individual can safety return home or to a health facility, making sure to deep clean after use  
  • Regularly clean high-touch surface areas (e.g., door handles, light switches, common tools) (Additional Guidance)  
  • Regularly disinfect and sanitize education tools (e.g. books, whiteboard, computers)  
  • No meetings, instruction, or gatherings over 10 people  
  • No athletic or in-person co-curricular or extracurricular activities  
  • Ensure ventilation per OSHA guidance | • Ensure educators and other school staff wear face coverings or masks whenever possible, including during any in-person instruction (Additional Guidance)  
  • Remain home if child or family member is experiencing symptoms  
  • Training on specific protocols for staff  
  • Wash hands frequently for 20 seconds | • Consider cloth face coverings or masks for students age 3 and older (student-by-student basis)  
  • Establish clear guidance for parents on temperature checks, home hygiene, and attendance/reporting procedure  
  • Remain home if child or family member is experiencing symptoms  
  • Keep children with underlying health conditions home if possible and avoid coming to school buildings  
  • Implement curbside pick-up and drop-off only |

This section includes:

• Private schools  
• Public schools, including public charter schools  
• Public preschools on public school campuses  
• Summer school  
• Before and after school programs

This section does not include (additional guidance forthcoming):

• Summer camps

Additional resources and guidelines:

• Colorado Department of Education COVID-19 Resources for Schools
# Employee Health Screening Form

**Employer Name** | **Person Completing Form** | **Date**

Screen each employee for symptoms before they start their shift and, as a best practice, after they complete each shift.

- If the person answers affirmative to a combination of two of any of the following, the person should be politely asked to leave immediately and notify their supervisor. 1. Dry Cough 2. Sore Throat 3. Shortness of breath

- **Temperature: 100.4 is automatic “No GO.”** Temperature of 99.2 or higher, but less than 100: have the person begin monitoring their temperature twice a day for a minimum of 7 days to determine if the temperature is going up or down. The person should notify their supervisor.

Circle an answer (y=yes, n=no) for each symptom for each employee. If an employee reports any of the symptoms:

1. Send employee home immediately.
2. Increase cleaning in your facility ensure staff are least 6 feet apart from one another.
3. Exclude employee until they are fever-free (without medication) for 72 hours and 7 days have passed since their first symptom.
4. If multiple employees have symptoms, contact your local health department.

**Other symptoms:** chills, muscle aches, headache, sore throat, new smell and taste disorder(s); consider also runny nose, diarrhea, nausea, vomiting.

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<tr>
<th>EMPLOYEE NAME</th>
<th>BEFORE STARTING SHIFT</th>
<th>DESCRIBE OTHER SYMPTOMS</th>
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<tr>
<td></td>
<td>Fever</td>
<td>Cough</td>
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<td>Y N</td>
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CDPHE Environmental Cleaning Guidance for COVID-19

Households and Regulated Facilities

Households, workplaces, vehicles

The Colorado Department of Public Health and Environment is providing the following recommendations to routinely clean and disinfect commonly touched surfaces to control the spread of the virus that causes COVID-19. The following guidance is based on Interim Recommendations for US Households with Suspected/Confirmed Coronavirus Disease 2019 as well as Interim Recommendations for US Community Facilities with Suspected/Confirmed Coronavirus Disease 2019.

Based on what is currently known about the virus, spread from person-to-person happens most frequently among close contacts (within about 6 feet). This type of transmission occurs via respiratory droplets. Transmission of COVID-19 to persons from surfaces contaminated with the virus has not been documented. Current evidence suggests that COVID-19 may remain viable for hours to days on surfaces made from a variety of materials. Cleaning of visibly dirty and high touch surfaces followed by disinfection is a best practice measure for prevention of COVID-19 and other viral respiratory illnesses in households and community settings.

- Cleaning refers to the removal of germs, dirt, and impurities from surfaces. Cleaning does not kill germs, but by removing them, it lowers their numbers and the risk of spreading infection.

- Disinfecting refers to using chemicals to kill germs on surfaces. This process does not necessarily clean dirty surfaces or remove germs, but by killing germs on a surface after cleaning, it can further lower the risk of spreading infection.

How to Clean and Disinfect Surfaces

- Cleaning and disinfection after persons suspected/confirmed to have COVID-19 have been in the facility
  - It is recommended to close off areas used by the ill persons and wait as long as practical before beginning cleaning and disinfection to minimize potential for exposure to respiratory droplets. Open outside doors and windows to increase air circulation in the area. Restrict access for two hours after the sick person has left. If possible, wait up to 24 hours before beginning cleaning and disinfection.
  - Clean and disinfect all areas (e.g., offices, bathrooms, and common areas) used by the ill persons, focusing especially on frequently touched surfaces. Continue to follow all cleaning and disinfecting recommendations provided below.

- Wear disposable gloves when cleaning and disinfecting surfaces. Gloves should be discarded after each cleaning. If reusable gloves are used, those gloves should be dedicated for cleaning and disinfection of surfaces for COVID-19 and
should not be used for other purposes. Clean hands immediately after gloves are removed.

- If surfaces are dirty, they should be cleaned using a detergent or soap and water prior to disinfection.

- For disinfection, diluted household bleach solutions, alcohol solutions with at least 70% alcohol, and most common EPA-registered household disinfectants should be effective. Consult the manufacturer’s instructions for cleaning and disinfection products used.

- Diluted household bleach solutions can be used if appropriate for the surface. Check the label on the bleach container to be sure it provides claims about disinfecting and instructions for mixing. Follow manufacturer’s instructions for mixing, application and proper ventilation. Avoid using bottles of bleach that you think may be older than one year, or are past their expiration date as marked on the bottle. Never mix household bleach with ammonia or any other cleanser. Unexpired household bleach will be effective against coronaviruses when properly diluted.
  
  o Prepare a bleach solution by mixing:
    
    - 5 tablespoons (1/3rd cup) bleach per gallon of water. This a "standard recipe," be sure to check the label as bleach comes in different concentrations.
    
    - 4 teaspoons bleach per quart of water
  
  o Products with EPA-approved emerging viral pathogens are expected to be effective against COVID-19 based on data for harder to kill viruses. Follow the manufacturer’s instructions for all cleaning and disinfection products (e.g., concentration, application method and contact time, etc.). The list of EPA-approved products for emerging viral pathogens expected to be effective against COVID-19 can be accessed at this link: [https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-againstsars-cov-2](https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-againstsars-cov-2)

- For soft (porous) surfaces such as carpeted floor, rugs, and drapes, remove visible contamination if present and clean with appropriate cleaners indicated for use on these surfaces. After cleaning:
  
  o Launder items as appropriate in accordance with the manufacturer’s instructions. If possible, launder items using the warmest appropriate water setting for the items and dry items completely, or

- Use products with the EPA-approved emerging viral pathogens claims (examples at this [link](https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-againstsars-cov-2)) that are suitable for porous surfaces.
How to Clean and Disinfect Clothing, Towels, and Linens

Regulated Facilities: Schools, Child Care Facilities, Retail Food Establishments and Public Accommodations

The following guidance is designed to clarify proper cleaning, sanitizing and disinfecting of surfaces within regulated facilities such as schools, child care facilities, retail food establishments and public accommodations.

- Clean means to be free of dust and debris or to remove dirt and debris by vacuuming or scrubbing and washing with soap and water.
- Disinfect means to eliminate most or all pathogens. This is generally accomplished in these settings by the use of liquid chemical solutions such as a mixture of household bleach and water.
- Sanitization is not as strong as disinfecting, but still removes many pathogens, but is safe to use on surfaces used for food preparation.

Cleaning and disinfection after persons suspected/confirmed to have COVID-19 have been in the facility

- It is recommended to close off areas used by the ill persons and wait as long as practical before beginning cleaning and disinfection to minimize potential for exposure to respiratory droplets. Open outside doors and windows to increase air circulation in the area. Restrict access for two hours after the sick person has left. If possible, wait up to 24 hours before beginning cleaning and disinfection.
- Clean and disinfect all areas used by the ill persons, focusing especially on frequently touched surfaces. Continue to follow all cleaning and disinfecting recommendations provided below.

Specific Guidance for Schools

Schools should clean and disinfect commonly touched surfaces as they normally would in the event of increased rates of influenza and other respiratory infections. However, in kitchens and food preparation areas, schools should sanitize food contact surfaces as usual and of course, follow guidance on exclusion of ill workers, proper and frequent handwashing and respiratory hygiene, which is true for all settings.

Specific Guidance for Child Care Facilities

In child care facilities, we are recommending routine cleaning and sanitizing of kitchens and areas used primarily for food and bottle preparation. We recommend cleaning and disinfecting commonly touched surfaces. If toys children may mouth or table tops used for the service of food are disinfected, they should be rinsed and allowed to air-dry before being used or returned to use by children.
Specific Guidance for Restaurants
Restaurants and other retail food establishments should continue routine cleaning and sanitizing of food preparation surfaces in the kitchen and other food storage areas. We are recommending routine cleaning and disinfecting commonly touched surfaces in the dining and customer areas. Detailed guidance on heightened cleaning and disinfecting practices for restaurants can be accessed at this link: https://drive.google.com/file/d/1pXAFPXCTLqBZvTJpuqrH45YeLB_Jc2wP/view

Specific Guidance for Hotels
Hotels and other public accommodations cleaning rooms used by a known case or a quarantined or isolated individual should follow recommended CDC guidance: Interim Guidance for Environmental Cleaning and Disinfection for U.S. Households with Suspected or Confirmed Coronavirus Disease 2019.

- It is recommended to close off areas used by the ill persons and wait as long as practical before beginning cleaning and disinfection to minimize potential for exposure to respiratory droplets. Open outside doors and windows to increase air circulation in the area. Restrict access for two hours after the sick person has left. If possible, wait up to 24 hours before beginning cleaning and disinfection.

- In areas where ill persons have visited or used, continue routine cleaning and disinfection as in this guidance

Care of the Environment
The information below has been modified for relevance. The complete guidance can be accessed at this link: https://www.cdc.gov/infectioncontrol/guidelines/isolation/index.html

Recommendation:

- IV.F.1. Establish policies and procedures for routine and targeted cleaning of environmental surfaces as indicated by the level of patient contact and degree of soiling. (II)

- IV.F.2. Clean and disinfect surfaces that are likely to be contaminated with pathogens, including those that are in close proximity to the patient (e.g., bed rails, over bed tables) and frequently-touched surfaces in the patient care environment (e.g., door knobs, surfaces in and surrounding toilets in patients’ rooms) on a more frequent schedule compared to that for other surfaces (e.g., horizontal surfaces in waiting rooms) (IB)

- IV.F.3. Use EPA-registered disinfectants that have microbiocidal (i.e., killing) activity against the pathogens most likely to contaminate the patient-care environment. Use in accordance with manufacturer’s instructions (IB/IC)

- IV.F.5. Include multi-use electronic equipment in policies and procedures for preventing contamination and for cleaning and disinfection, especially those items that are used by patients, those used during delivery of patient care, and
mobile devices that are moved in and out of patient rooms frequently (e.g., daily) (IB)

- IV.F.5.a. No recommendation for use of removable protective covers or washable keyboards. (Unresolved issue) [https://drive.google.com/file/d/1pXAFPXCTLqBZvTJpuqrH45YeLB_Jc2wP/view](https://drive.google.com/file/d/1pXAFPXCTLqBZvTJpuqrH45YeLB_Jc2wP/view)

These recommendations provide supplemental information to the general cleaning and disinfecting recommendations already provided by the Department and are consistent with US FDA. It is important to note that labeled instructions must be followed on all sanitizing and disinfecting products, sanitizers must be EPA registered and disinfectants must be EPA registered and hospital-grade (effective against Salmonella choleraesuis (enteric), Staphylococcus aureus, and Pseudomonas aeruginosa)
DO NOT ENTER if you have a fever, cough, or other symptoms of COVID-19.

Please help us serve you safely

A cloth covering or mask to cover your mouth and nose is recommended.

Touch as few surfaces as possible. Try to handle only items you plan to purchase. Do not shake hands with others.

Keep 6 ft distance from others and respect any distance markings inside.

No more than 10 people inside at one time.

Thank you for helping us stop the spread of COVID-19 in our community.