COVID-19 Guidance for Businesses

August 10, 2020

ARIZONA DEPARTMENT
OF HEALTH SERVICES

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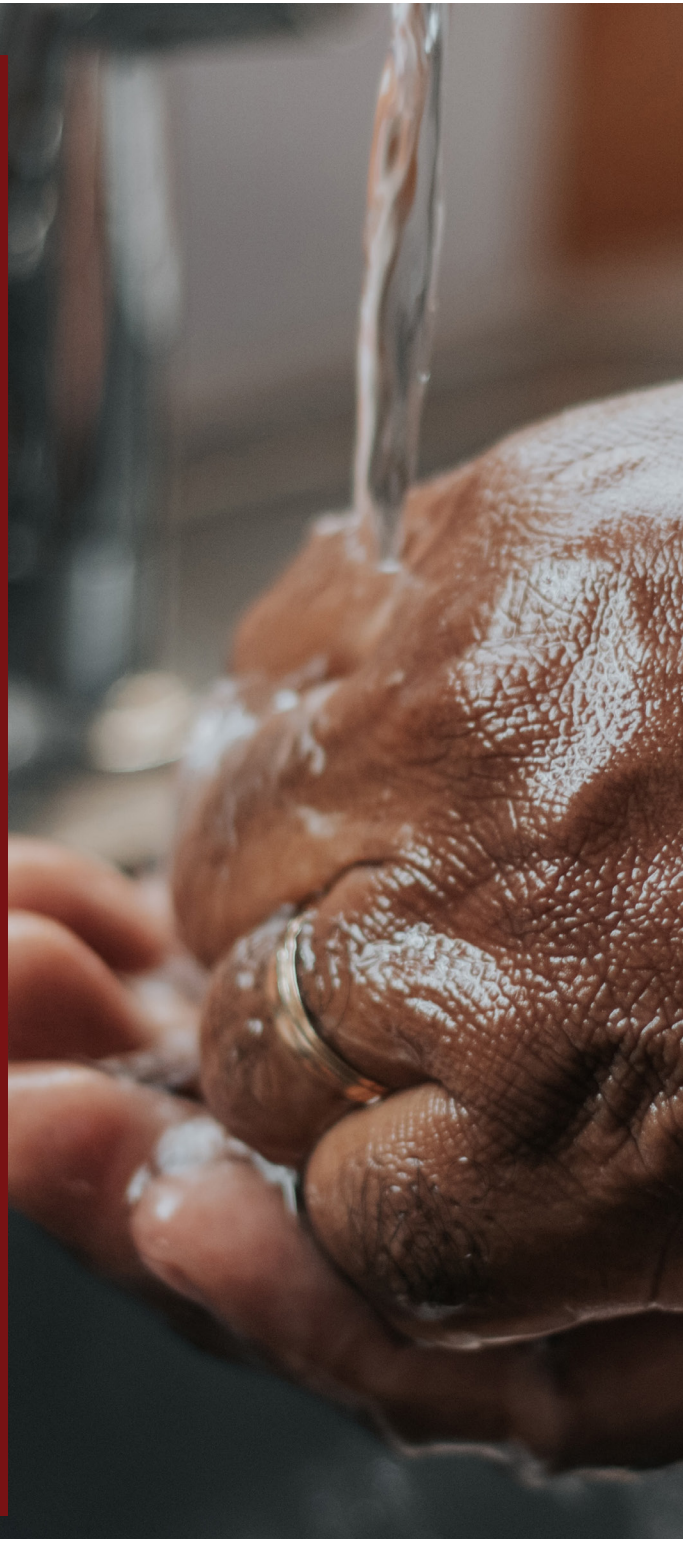


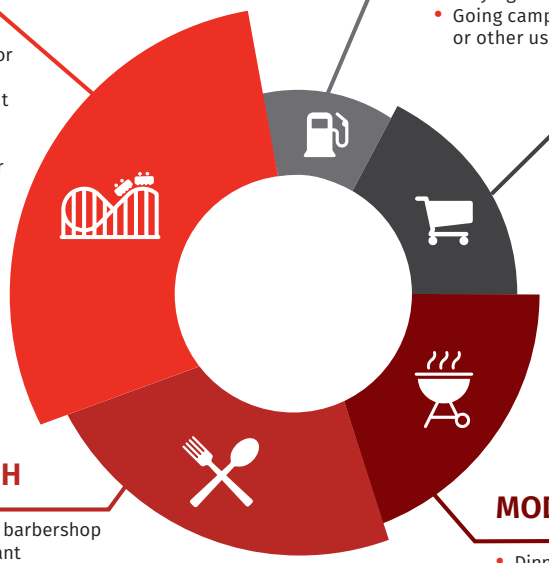
Introduction

On June 27, Governor Ducey issued Executive Order 2020-43 "Pausing of Arizona's Reopening." This paused the reopening of several specific industries with operations that are considered by public health to have a high-risk of spreading COVID-19, specifically indoor gyms and fitness centers, bars and nightclubs, waterparks and tubing, and movie theaters. It also limited indoor and outdoor gatherings to no more than 50 people. Since this pause, Arizona has seen a decline in its percent positivity, an increase in hospital capacity, and an improvement in other indicators. On July 23, that order was extended, with a review every two weeks.

Safe operation of businesses is an important strategy to reduce COVID-19 transmission in Arizona. While many businesses provide significant benefits including economic opportunities for staff, social connections for staff and patrons, and physical fitness options for the community in the case of gyms, the risk of COVID-19 transmission may outweigh these benefits if the virus is widespread. Thus, the level of COVID-19 spread in the community is an important factor in determining when, and to what extent, it is safe to resume certain business operations.

COVID-19 Risk Index

Know Your Risk During COVID-19



LOW RISK

- Opening the mail
- Teleworking from your own home
- Getting takeout from a restaurant
- Pumping gasoline
- Playing tennis
- Going camping with your household or other usual close contacts

MODERATE-LOW

- Grocery shopping
- Going for a walk, run, hike, or bike ride with your household or other usual close contacts
- Playing golf
- Hanging out with your #quaranteam at their house
- Staying at a hotel
- Sitting in a doctor's waiting room
- Going to a library or museum
- Eating outside at a restaurant
- Walking in a busy downtown
- Spending time at a playground

MODERATE

- Dinner party at someone's house with people who are not your usual close contacts
- Attending a backyard barbecue
- Visiting a lake or tubing
- Shopping at a mall
- Sending kids to school, camp, or day care
- Working in an office building
- Swimming in a public pool

MODERATE-HIGH

- Going to a hair salon or barbershop
- Eating inside a restaurant
- Attending a wedding or funeral
- Traveling by plane
- Playing a close contact sport such as basketball or football

HIGH RISK

- Eating at a buffet
- Working out at an indoor gym or fitness center
- Going to an amusement park
- Going to a casino
- Going to a movie theater
- Attending a large music concert
- Going to a sports stadium
- Attending events or services with 50+ people
- Going to a bar

Benchmarks

There are two key components to resuming business operations. First is the quality of the establishment's implementation of COVID-19 mitigation strategies. This plan outlines mitigation strategies tailored for specific types of business operations. Business must attest to their implementation of these strategies prior to operating. The second is the level of spread occurring in the community. The Centers for Disease Control and Prevention (CDC) defines community spread as follows:

> **Minimal Community Spread:** Evidence of isolated cases or limited community transmission, case investigations underway; no evidence of exposure in large communal setting.
>
> **Moderate Community Spread:** Sustained transmission with high likelihood or confirmed exposure within communal settings and potential for rapid increase in cases.
>
> **Substantial Community Spread:** Large scale, controlled community transmission, including communal settings (e.g., schools, workplaces).

ADHS further defines community spread levels with the thresholds outlined below. These thresholds are consistent with the national standards set by the Coronavirus Task Force.

Benchmarks	Minimal	Moderate	Substantial
Cases	<10 cases/100,000	10-100 cases/100,000	>100 cases/100,000
Percent Positivity	<5%	5-10%	≥10%
Covid Like Illness	<5%	5-10%	>10%

Applying the Benchmarks to Business Operations

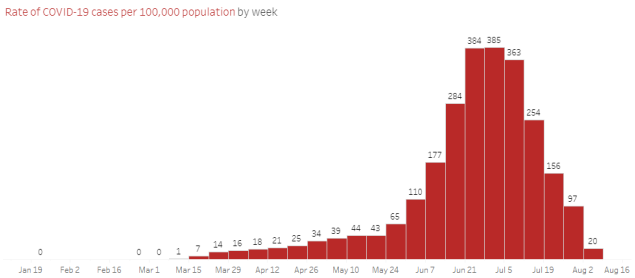
The benchmark categories correspond with phased reopening strategies for various business types. All three benchmarks must be met for 14 days with a 12-day reporting lag period to move from a higher transmission category to a lower one.

Establishment Type	Minimal	Moderate	Substantial
Indoor Gyms and Fitness Centers	50% occupancy with ADHS mitigation requirements until < 3% positivity.	25% occupancy with ADHS mitigation requirements	Closed
Indoor Theaters, Water Parks and Tubing	50% occupancy with ADHS mitigation requirements until < 3% positivity.	50% occupancy with ADHS mitigation requirements	Closed
Bars and Nightclubs Providing Dine-In Services	50% occupancy, only if converted to restaurant service per ADHS mitigation requirements until < 3% positivity. Once < 3% positivity, 50% occupancy operating as a bar with ADHS mitigation requirements.	50% occupancy, only if converted to restaurant service per ADHS mitigation requirements Encourage outdoor dining	Closed
Bars and Nightclubs Not Operating as a Restaurant	Closed until 3% positivity. Once 3% positivity, operate at 50% occupancy with ADHS mitigation requirements.	Closed	Closed

Understanding the Benchmarks

Cases

Benchmark: Two weeks below 100 cases per 100,000

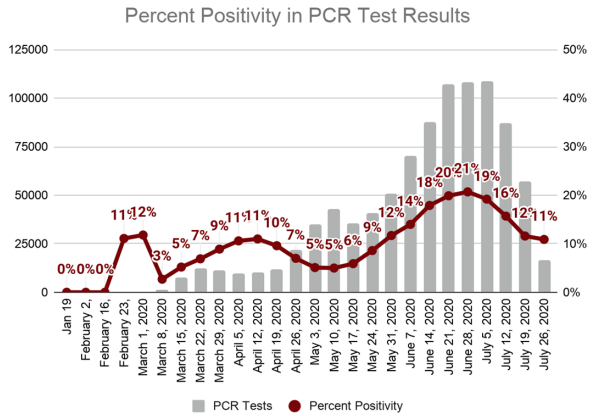


Data Source: ADHS MEDSIS Confirmed and Probable Cases

Available by: County

Percent Positivity

Benchmark: Two weeks with percent positivity below 10%

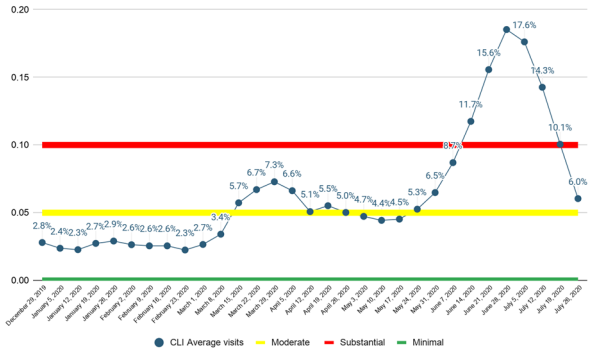


Data Source: ADHS Electronic Laboratory Data

Available by: County

COVID-like Illness

Benchmark: Two weeks with hospital visits due to COVID-like illness below 10%



Data Source: BioSense Syndromic Surveillance Platform

Available by: BioSense Region

- **Northern:** Apache, Coconino, Navajo, Yavapai Counties
- **Central:** Gila, Maricopa, Pinal Counties
- **Southeastern:** Cochise, Graham, Greenlee, Pima, Santa Cruz Counties
- **Western:** La Paz, Mohave, Yuma Counties

Data Dashboard

ADHS provides a data dashboard showing performance on each of the benchmarks. This dashboard is updated weekly on Thursdays to provide real-time information for decision making by business operators.

This image provides examples using the August and September dashboard updates with the data time period. Dashboard updates will continue beyond the dates in the table.

Dashboard Update	Date Time Period
August 6, 2020	07/12 - 07/18 07/19 - 07/25
August 13, 2020	07/19 - 07/25 07/26 - 08/01
August 20, 2020	07/26 - 08/01 08/02 - 08/08
August 27, 2020	08/02 - 08/08 08/09 - 08/15
September 3, 2020	08/09 - 08/15 08/16 - 08/22
September 10, 2020	08/16 - 08/22 08/23 - 08/29
September 17, 2020	08/23 - 08/29 08/30 - 09/05
Sept 24, 2020	08/30 - 09/05 09/06 - 09/12

July 2020

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

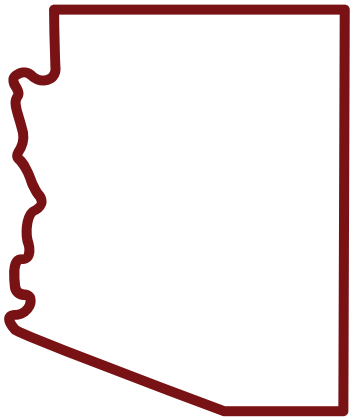
August 2020

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

September 2020

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

The dashboard should be used to determine the level of community spread of COVID-19 in Arizona. Users may select a county to filter the data. The dashboard includes easy to read, color coded indicators.



What is this dashboard?

ADHS Business Operations Dashboard

This dashboard is used to determine the level of community spread of COVID-19 in Arizona to provide information about business operations and allowed occupancy.

Time Frame

This dashboard does not look at the past two weeks due to potential lags in data.

Benchmark Definitions

All three metrics must be met for two consecutive weeks

Minimal Transmission

<10 cases per 100k, <5% positivity, <5% COVID-like illness

Moderate Transmission

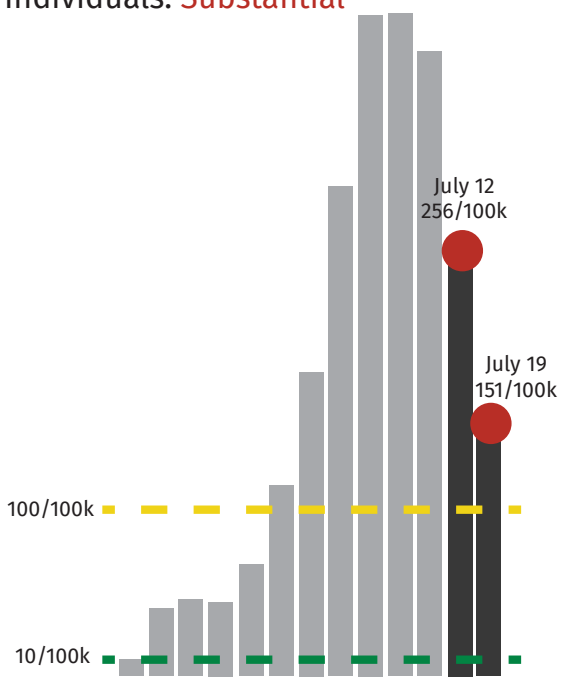
10-99 cases per 100k, 5-10% positivity, 5-10% COVID-like illness

Substantial Transmission

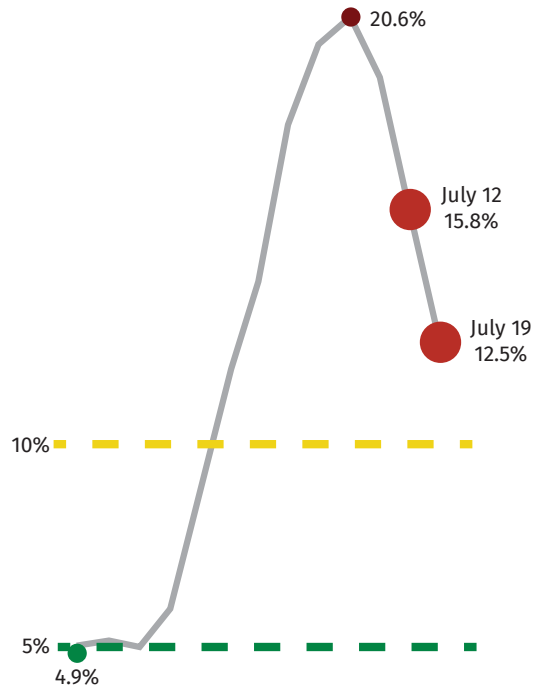
>=100 cases per 100k, >=10% positivity, >=10% COVID-like illness

Showing Data for All Counties

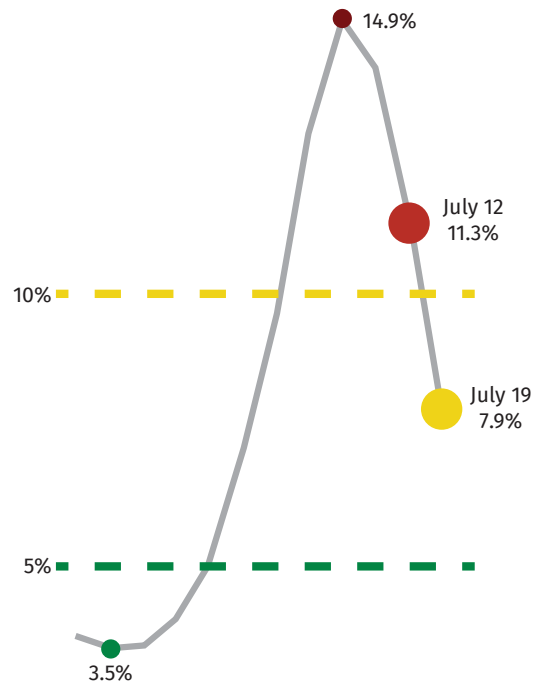
1) Cases per 100,000 Individuals: Substantial



2) Percent positivity: Substantial



3) Hospital visits for COVID-like illnesses in the region: Substantial



Responding to COVID-19 in Businesses

The importance of staying home when sick cannot be emphasized enough. Businesses should encourage all patrons and staff to monitor for symptoms. Symptoms include:

- Fever (greater than or equal to 100.4° F or 38° C)
- Subjective chills
- Cough
- Shortness of breath or difficulty breathing
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell

Any person experiencing symptoms should remain home. Businesses should implement symptom screening or temperature checks for employees prior to the start of their shift.

What to do When Someone On-Site has COVID-19 Symptoms

Business should set a low threshold for sending patrons or staff members home if illness is suspected. Any of the symptoms listed above that are not related to an already diagnosed condition or illness could be COVID-19. The patron or staff member should not physically present to the business until clearance from isolation criteria have been met or an alternative diagnosis is made. It is important to note that release from isolation DOES NOT require a provider's note and DOES NOT require repeat testing or a negative test.

As with other infectious diseases, if a patron or staff member develops any symptoms while on-site, they should be immediately removed from any group setting and vacate the establishment. Call 9-1-1 if the individual is exhibiting any serious symptoms, including difficulty getting enough air, change in alertness or responsiveness, bluish lips or face.

All household members of someone confirmed or suspected to have COVID-19 should quarantine at home for 14 days.

Requirements for Operations

In order to continue to prevent and control the continued spread of COVID-19, which still poses a serious threat to public health and welfare, ADHS prescribed emergency measures to establish the process for phased reopening under conditions most likely to protect public health and welfare.

The following pages provide the requirements specific business types must follow when they reopen. Businesses are required to submit an attestation form to ADHS in order to resume operations and must adhere to the occupancy limits as directed by the benchmarks based on minimal, moderate, or substantial spread.

Requirements for Indoor Gyms and Fitness Centers

ADHS Requirements for Indoor Gyms and Fitness Centers

Indoor Gyms and Fitness Centers

Community Spread Level	Occupancy	Hand Hygiene & Respiratory Etiquette	Enhanced Cleaning	Proper Ventilation	Symptom Screening	Physical Distancing (6 feet)	Masks	Communal Spaces Closed
Minimal	50% until < 3% positivity.	x	x	x	x	x	x	x
Moderate	25%	x	x	x	x	x	x	x
Substantial	Closed	N/A	N/A	N/A	N/A	N/A	N/A	N/A

Requirements for Bars and Nightclubs Providing Dine-In Services

ADHS Requirements for Bars and Nightclubs Providing Dine-In Services

Bars and Nightclubs Providing Dine-In Services

Community Spread Level	Occupancy	Hand Hygiene & Respiratory Etiquette	Enhanced Cleaning	Proper Ventilation	Prohibit open seating	Symptom Screening	Physical Distancing (6 feet)	Masks	Communal Spaces Closed
Minimal	50% occupancy, only if converted to restaurant service until < 3% positivity. Once < 3% positivity, 50% occupancy operating as a bar.	x	x	x	x	x	x	x	x
Moderate	50% only if converted to restaurant service.	x	x	x	x	x	x	x	x
Substantial	Closed	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

Requirements for Bars and Nightclubs Not Operating as a Restaurant

ADHS Requirements for Bars and Nightclubs Not Operating as a Restaurant

Bars and Nightclubs Not Operating as a Restaurant

Community Spread Level	Occupancy	Hand Hygiene & Respiratory Etiquette	Enhanced Cleaning	Proper Ventilation	Prohibit open seating	Symptom Screening for Staff	Physical Distancing (6 feet)	Cloth Face Coverings	Cohorting	Communal Spaces Closed
Minimal	Closed until <3% positivity. Once 3% positivity, 50% occupancy.	x	x	x	x	x	x	x	x	x
Moderate	Closed	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Substantial	Closed	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

Requirements for Indoor Theaters

ADHS Requirements for Indoor Theaters

Indoor Theaters

Community Spread Level	Occupancy	Hand Hygiene & Respiratory Etiquette	Enhanced Cleaning	Proper Ventilation	Symptom Screening for Staff	Physical Distancing (6 feet)	Masks	Concession Area Policies	Child Care Policies
Minimal	50% until < 3% positivity	x	x	x	x	x	x	x	x
Moderate	50%	x	x	x	x	x	x	x	x
Substantial	Closed	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

Requirements for Water Parks and Tubing Operators

ADHS Requirements for Water Parks and Tubing Operators

Water Parks and Tubing Operators

Community Spread Level	Occupancy	Hand Hygiene & Respiratory Etiquette	Enhanced Cleaning	Proper Ventilation (buildings and buses)	Symptom Screening for staff	Physical Distancing (6 feet)	Masks	Communal Spaces Restricted	Towel Policies	Transportation Policies
Minimal	50% until < 3% positivity	x	x	x	x	x	x	x	x	x
Moderate	50%	x	x	x	x	x	x	x	x	x
Substantial	Closed	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

Supplemental Materials

- How to Wear a Mask
- How to Wash Your Hands
- Symptoms of COVID-19
- Sample Visitor Screening Protocol
- COVID-19 Risk Gradient
- Attestation for Resuming Operations
- Flowchart of Attestation Process

How to Wear a Mask

Who should wear a mask?

Everyone over the age of 2 should wear a mask in public. It is one of the best tools you have to protect yourself, your family, and others from COVID-19.

✓ DO'S

Wash or sanitize your hands before and after touching your mask.

Wear the mask snugly but comfortably over your nose and mouth. If it hurts your ears, try one that ties behind your head instead of looping over your ears.

Keep it on over your mouth and nose when speaking with others or when on the phone.

Wear the mask in public until you need to eat or drink, then make sure to keep it clean and uncontaminated.

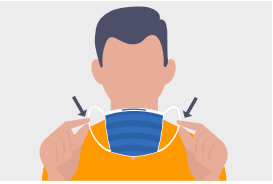
✕ DON'TS

Don't let the mask sit under your nose. If it gapes open, it's not doing its job.

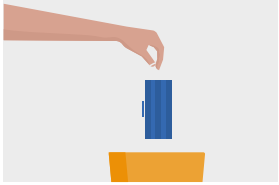
Don't touch your mask when wearing it.

Don't adjust your mask too much, and refrain from pulling on or touching the front of your mask.

REMOVING AND STORING A MASK



1. Make sure you are more than 6 feet from others and then remove the mask by touching the ear loops or ties only.

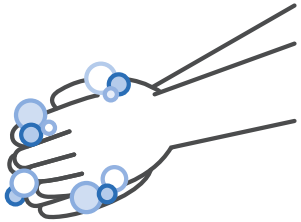


2. Place your mask in a clean paper bag, container, or on a designated surface.

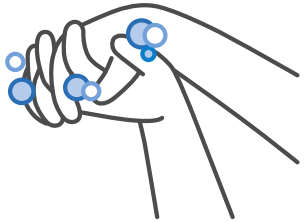
3. Wash your mask after each day's use and store it in a clean bag or container.

How Nurses and Doctors Wash Their Hands

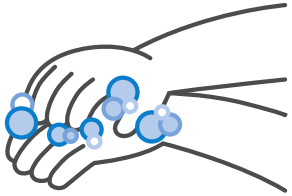
1. Wet & Soap



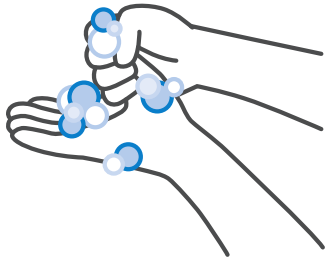
2. Palms



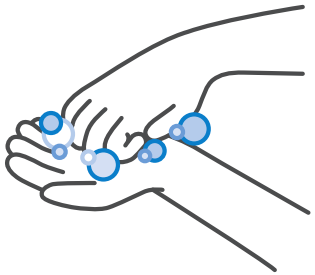
3. Between Fingers



4. Back of Fingers



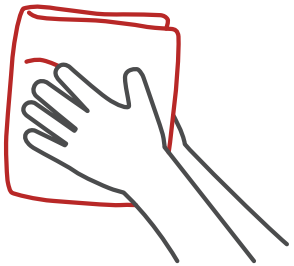
5. Thumbs



6. Fingernails

7. Wrists

8. Rinse & Dry



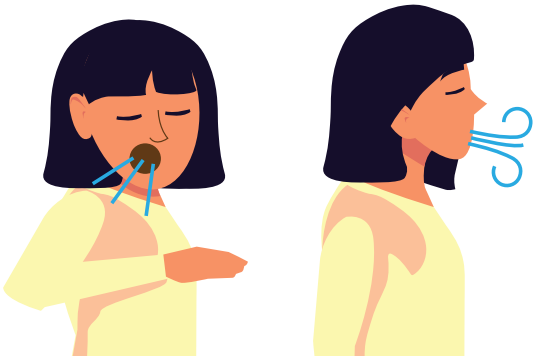
9. Use Towel to Turn Off Faucet & Open Door

Information + Updates: azhealth.gov/COVID-19
For questions call the Arizona Poison Control System at 1-844-542-8201

ARIZONA DEPARTMENT OF HEALTH SERVICES

Symptoms of Coronavirus (COVID-19)

Know the symptoms of COVID-19, which can include the following:



Cough, shortness of breath or difficulty breathing

Fever or chills

Muscle or body aches

Vomiting or diarrhea

New loss of taste or smell

Symptoms can range from mild to severe illness, and appear 2-14 days after you are exposed to the virus that causes COVID-19.

Seek medical care immediately if someone has emergency warning signs of COVID-19.

- Trouble breathing
- Persistent pain or pressure in the chest
- New confusion
- Inability to wake or stay awake
- Bluish lips or face

This list is not all possible symptoms. Please call your healthcare provider for any other symptoms that are severe or concerning to you.

Guidance On Screening Of Visitors for COVID-19

Who To Screen?

Anyone who is coming into the facility including:

- Staff
- Essential outside contractors
- Visitors (restricted to compassionate care only)

What To Do?

Post signage that everyone entering the building is to be screened. Limit movement in the facility to those areas that are necessary for the purpose of the visit. Log all visitors. Designate a staff member who will screen for:

- Symptoms consistent with COVID-19, including:
  - Fever (≥100.4 F)
  - Cough (*note: a cough is defined as new onset of cough within the previous 14 days*)
  - Shortness of Breath
- Contact with a COVID-19 patient within the previous 14 days

Anyone who has symptoms consistent with COVID-19 or contact with a known COVID-19 patient in the previous 14 days should not be permitted into the facility.

All Visitors Should Be Educated On:

- Hand hygiene (have visitors demonstrate hand hygiene entry);
- Limit touching of surfaces;
- Limiting movement to area of business only;
- Limit physical contact, and clean hands before/after (hand sanitizer or washing hands);
- Contact the facility if they become ill with COVID within 14 days after visit.

What Facilities Can Do To Help?

While physical distancing is encouraged, social interactions are still encouraged, including virtual interactions.

Think about designating a room close to the entrance for essential visits. This room would be disinfected after each meeting.

What Can Families And Loved Ones Do?

While physical distancing is promoted, phone calls and electronic visits are encouraged. Think about if your loved one may be able to stay with family during this time period.

Guidance On Screening Of Visitors for COVID-19

Example screening:

Name of Visitor: _____ **Date of visit:** _____

Who they are Visiting: _____

Access to this facility is limited to staff and visitors that do not have signs and symptoms of possible COVID-19.

Check all that apply below:

- ☐ You do not have a cough (*note: a cough is defined as new onset of cough within the previous 14 days*)
- ☐ You do not have a fever over 100.4° F. Temperature on entry: _____
- ☐ You are not experiencing any shortness of breath
- ☐ You have not had contact with someone with suspected or confirmed COVID-19 within the past 14 days.
- ☐ You do not have a household member with fever or respiratory symptoms.

Help us practice good infection prevention to keep residents, visitors and staff safe. During your visit you agree to:

- ❑ Stay in designated area for the duration of your visit
- ❑ Practice good hand hygiene
- ❑ Limit touching of surfaces to only what is necessary
- ❑ Limit physical contact and practice good hygiene before/after
- ❑ Reach out to a staff member if you have any questions or concerns
- ❑ **Contact us at _____ if you are diagnosed with COVID-19 within 14 days after your visit.**

COVID-19 RISK INDEX

Know Your Risk During COVID-19

Always wear a mask when in public

Risk level	Activity *On a scale of 1 to 10, how risky is...*	
1	Opening the mail	LOW RISK
1	Teleworking from your own home	
2	Getting takeout from a restaurant	
2	Pumping gasoline	
2	Playing tennis	
2	Going camping with your household or other usual close contacts	
3	Grocery shopping	MODERATE-LOW
3	Going for a walk, run, hike, or bike ride with your household or other usual close contacts	
3	Playing golf	
4	Hanging out with your #quaranteam at their house	
4	Staying at a hotel	
4	Sitting in a doctor's waiting room	
4	Going to a library or museum	
4	Eating outside at a restaurant	
4	Walking in a busy downtown	
4	Spending time at a playground	
5	Dinner party at someone's house with people who are not your usual close contacts	MODERATE RISK
5	Attending a backyard barbecue	
5	Visiting a lake or tubing	
5	Shopping at a mall	
6	Sending kids to school, camp, or day care	
6	Working in an office building	
6	Swimming in a public pool	
7	Going to a hair salon or barbershop	MODERATE-HIGH
7	Eating inside a restaurant	
7	Attending a wedding or funeral	
7	Traveling by plane	
7	Playing a close contact sport such as basketball or football	
8	Eating at a buffet	HIGH RISK
8	Working out at an indoor gym or fitness center	
8	Going to an amusement park	
8	Going to a casino	
8	Going to a movie theater	
9	Attending a large music concert	
9	Going to a sports stadium	
9	Attending events or services with 50+ people	
9	Going to a bar	

For more information, visit: azhealth.gov/COVID19

ARIZONA DEPARTMENT OF HEALTH SERVICES

Attestation for Resuming Operations

ARIZONA DEPARTMENT OF HEALTH SERVICES

Official Reopening Attestation for Indoor Gyms and Fitness Clubs/Centers, Indoor Theaters, Waters Parks and Tubing Operators, and Bars

Executive Order ("E.O.") 2020-43
Pausing of Arizona's Reopening, Slowing the Spread of COVID-19

On June 29, 2020 Governor Ducey issued E.O. 2020-43, Pausing Arizona's Reopening, Slowing the Spread of COVID-19. Pursuant to E.O. 2020-43, beginning on Monday, June 29, at 8:00 P.M., all indoor gyms and fitness clubs or centers, indoor movie theaters, waters parks and tubing operators, and bars in the State of Arizona, were required to pause operations.

On July 23, 2020 Governor Ducey issued E.O. 2020-52, Continuation of Executive Order 2020-43, Slowing the Spread of COVID-19. Pursuant to E.O. 2020-52, the pause in operations for indoor gyms and fitness clubs or centers, indoor movie theaters, waters parks and tubing operators, and bars was ordered to remain in place and continue to be reviewed for repeal or revision every two weeks.

On August 4, 2020, the Honorable Timothy J. Thomason, in Maricopa County Superior Court Case No. CV2020-093916, ruled that indoor gyms and fitness clubs or centers must be provided an opportunity to apply for reopening ("Ruling"). Governor Ducey and the Arizona Department of Health Services ("ADHS") have determined that the process ordered in the Ruling also should be applied to the paused operations of indoor theaters, waters parks and tubing operators, and bars.

On August 10, 2020 ADHS issued Emergency Measure 2020-02, Slowing the Spread of COVID-19: Phased Reopening. Emergency Measure 2020-02 establishes and describes the process whereby any business subject to the paused operations requirements of E.O. 2020-43 may reopen or, if not authorized by its terms to automatically reopen, to apply to ADHS for express approval to reopen.

This form is intended to allow businesses operating as indoor gyms and fitness clubs or centers, indoor theaters, waters parks and tubing operators, and bars to attest they are in compliance with COVID-19 guidance related to business operations. This completed form will be published on ADHS' website, and a copy shall be posted in an easily visible public place on the business premises.

ADHS or a local governmental jurisdiction shall have authority to take immediate action against any business that operates without submitting this attestation to ADHS or posting it in an easily visible public place on the entity's premises or operates in violation of applicable ADHS Guidelines.

To review up-to-date information regarding ADHS' emergency response to COVID-19 and information for businesses, please visit www.azhealth.gov/covid19.

Attestation Process Businesses Closed by EO2020-43

Step One: Complete Attestation

Businesses affected by EO2020-43 will go to the ADHS website to complete the attestation form which includes the following:

- Develop, establish and implement written policies based on guidance from the CDC, Department of Labor, Occupational Safety and Health Administration (OSHA) and ADHS, which includes strictly adhering to the ADHS Requirements specific to your establishment to limit and mitigate the spread of COVID-19
- Promote healthy hygiene practices
- Monitor for sickness
- Ensure physical distancing
- Allow for and encourage virtual visits and teleworking when feasible
- Provide plans to limit the capacity of the facility as directed by ADHS
- Limit the congregation of groups in the facility

Step Two: Meet Community Spread Specific Metrics

Substantial
Moderate
Minimum

Step Three: Authorization

ADHS evaluates whether the business is located in a county whose community spread metrics meet reopening

Outcome

If they do not meet the community spread metrics, they must stay CLOSED

If they meet the community spread metrics, they OPEN

Step Four: (If necessary)

May request an informal settlement conference with ADHS within ADHS

Post attestation in a conspicuous location

Step Five: (If necessary)

Informal settlement conference held with ADHS within approximately 15 calendar days of request on whether the business can open

APPROVE

Post attestation in a conspicuous location

DENIAL

Step Six: (If necessary)

If unsatisfied with denial, may appeal as final agency action to the Office of Administration Hearings pursuant to the Administrative Procedures Act but must stay CLOSED

Step Seven: (If necessary)

If unsatisfied with the ruling, may appeal to the Superior Court