



## **Per the Order of the Secretary of the PA Department of Health Directing Public Health Safety Measures for Businesses permitted to Maintain In-Person Operations**

Temperature screening is mandated before an employee enters the business, prior to the start of each shift, send employees home who have an elevated temperature or fever of 100.0 degrees Fahrenheit.

Practice social distancing at all times – 6 feet away from each other.

WASH your hands frequently.

Stagger break times and lunch times to maintain social distancing, try to arrange seating to have employee facing forward and not across from each other in eating and break sessions.

Masks are mandatory when working in the building.

Visitors are prohibited.

Cleaning protocols must be maintained.

Clean and disinfect high-touch areas routinely.

Upon discovery of an exposed employee who is a probable or confirmed case of COVID,

- Close off areas visited by the employee
- Open outside doors and windows and use ventilation fans to increase air circulation in the area
- Wait a minimum of 24 hours before beginning cleaning and disinfecting
- Cleaning staff should clean and disinfect ALL areas of the building

If an employee becomes sick during the work day, the person is to be sent home immediately. Information on other employees who had contact with the ill employee during the time the employee had symptoms and 48 hours prior to symptoms should be compiled. Others at the workplace with close contact within 6 feet of the employee during this time would be considered exposed.

Promptly notify employees who were close contacts of any known exposure to COVID-19 at the business premises, consistent with applicable confidentiality laws.

If the employee has symptoms ask the employee to contact their health care provider or call 1-877-PA-HEALTH.