The contents included in the Irving Back to Business Toolkit is based on information from the Governor’s Report to Open Texas, Centers for Disease Control and Prevention (CDC), Texas Department of State Health Services (DSHS) and Dallas County.

The City of Irving Offers Several Resources Regarding COVID-19
COVID-19 webpage for businesses, employees and customers: CityofIrving.org/Covid19-Business
COVID-19 email: covid-19@cityofirving.org

Please note, public health guidance cannot anticipate every unique situation. Employers, employees and customers should stay informed and take actions based on common sense and wise judgment that will protect health and support economic revitalization. Employers should also be mindful of federal and state employment laws and workplace safety standards. The material provided herein is provided for informational purposes only and is not intended to be construed as legal advice. Employers, employees and customers should consult their own attorneys for legal advice regarding the effect of federal, state or county regulations concerning COVID-19.

Published June 9, 2020
RESOURCES INCLUDED

- Guidelines for Reopening Irving Businesses: Governor’s Report to Open Texas pg. 1

- Minimum Standard Health Protocols – Checklists per Governor’s Report to Open Texas pg. 2-66
  - Retail, Customers, Retailer To Go pg. 2-8
  - Restaurants, Customers pg. 9-14
  - Barber Shops, Customers pg. 15-19
  - Cosmetology / Hair Salons, Customers pg. 20-24
  - Nail Salons / Shops, Customers pg. 25-29
  - Tanning Salons, Customers pg. 30-34
  - Gyms / Exercise Facilities, Patrons pg. 35-37
  - Massage and Other Personal Care and Beauty Services, Customers pg. 38-42
  - Child Care Centers, Families pg. 43-58
  - Office-Based Employers, Employees pg. 59-62
  - Bars or Similar Establishments, Patrons pg. 63-68

- Training for Employees per Minimum Standard Health Protocols Located in the Governor’s Report to Open Texas pg. 69-76
  - Appropriate Cleaning and Disinfection pg. 69-71
  - Hand Hygiene pg. 72-74
  - Respiratory Etiquette pg. 75-76

- Irving Back to Business Safety Pledge (Available in English and Spanish) pg. 77-78
  Businesses can post the Safety Pledge at the entrance, near cash registers or anywhere deemed appropriate to reassure customers about the businesses commitment to health and safety.

Note: Dallas County COVID-19 updates are available at dallascounty.org/covid-19.
Guidelines for Reopening Irving Businesses: Governor’s Report to Open Texas

Based on Phase 1 of Governor Abbott’s Order Issued on April 27, 2020
Updated to Reflect Governor Abbott’s May 5, 18 and June 3, 2020 Executive Orders

As statewide business restrictions lift, Irving business owners may have questions regarding state guidelines and how to safely reopen business. Individuals, employers, employees and customers are encouraged to review and follow the minimum health protocols recommended by the state in the checklists on the following pages, in addition to federal, state and county laws and workplace safety standards. The state’s minimum recommended health protocols are subject to change based on new and evolving information.

To view the Governor’s Report to Open Texas, visit cityofirving.org/opentexasreport
To View the Open Texas Checklists in Full, visit: gov.texas.gov/organization/opentexas
Information for Businesses and Employers: dshs.texas.gov/coronavirus/business

What Types of Businesses are Impacted?
As of the Governor’s June 3, 2020 Executive Order, almost all essential and non-essential businesses are allowed to reopen in some capacity, with exception to amusement parks and carnivals. For details, refer to the Minimum Standard Health Protocols Checklists.

Occupancy Guidelines
Refer to the Minimum Standard Health Protocols Checklists provided in this toolkit for occupancy guidelines related to specific business types.

Public Locations and Criteria for Drive-Thru Testing Sites (Updated April 29, 2020)
Drive-thru testing sites are open from 8 a.m. to 5 p.m. every day and are located at:

- American Airlines Center, Parking Lot E, 2500 Victory Plaza
- Ellis Davis Field House, 9191 South Polk Street

Criteria for getting tested at a drive-thru location:

- Must have temperature of 99.6 or higher and shortness of breath or cough; OR
- Anyone ages 65 and older; OR
- Anyone with chronic health issues (diabetes, asthma, heart issues, etc.); OR
- Any first responders, DART drivers, health care workers, grocery store and essential retail store workers.

Education and Compliance
The City of Irving is seeking voluntary compliance through education. If businesses have questions, please call (972) 721-6655 or email covid-19@cityofirving.org.

To request print copies of any materials included herein, contact Communications at (972) 721-2345.
Non-CISA retailers may operate up to 50% of the total listed occupancy. In addition, non-CISA retailers may operate through pickup, delivery by mail, or delivery to the customer’s doorstep. Shopping malls may operate at up to 50% of the total listed occupancy of the shopping. Employees and contractors of the retailer or shopping mall are not counted towards the 50% occupancy limitation.

The following are the minimum recommended health protocols for all retailers choosing to operate in Texas. Retailers may adopt additional protocols consistent with their specific needs and circumstances to help protect the health and safety of all employees, contractors, and customers.

The virus that causes COVID-19 can be spread to others by infected persons who have few or no symptoms. Even if an infected person is only mildly ill, the people they spread it to may become seriously ill or even die, especially if that person is 65 or older with pre-existing health conditions that place them at higher risk. Because of the hidden nature of this threat, everyone should rigorously follow the practices specified in these protocols, all of which facilitate a safe and measured reopening of Texas. The virus that causes COVID-19 is still circulating in our communities. We should continue to observe practices that protect everyone, including those who are most vulnerable.

Please note, public health guidance cannot anticipate every unique situation. Retailers should stay informed and take actions based on common sense and wise judgment that will protect health and support economic revitalization. Retailers should also be mindful of federal and state employment and disability laws, workplace safety standards, and accessibility standards to address the needs of both workers and customers.

Health protocols for serving your customers:

- Retailers are encouraged to consider dedicating a certain period of time each day for only at-risk customers\(^1\) or deliver purchased goods to vehicles to reduce the need for at-risk customers to enter the store.
- If practical, monitor what items customers touch to clean or disinfect when the customer leaves the retail establishment.
- Contactless payment is encouraged. Where not available, contact should be minimized.
- Train all employees and contractors on appropriate cleaning and disinfection, hand hygiene, and respiratory etiquette.

Health protocols for your retail employees and contractors:

- Screen employees and contractors before coming into the retailer:
  - Send home any employee or contractor who has any of the following new or worsening signs or symptoms of possible COVID-19:
    - Cough
    - Shortness of breath or difficulty breathing
    - Chills
    - Repeated shaking with chills
    - Muscle pain
    - Headache
    - Sore throat
    - Loss of taste or smell
    - Diarrhea
    - Feeling feverish or a measured temperature greater than or equal to 100.0 degrees Fahrenheit
    - Known close contact with a person who is lab confirmed to have COVID-19

\(^1\) At-risk customers are those who are 65 or older, especially those with chronic lung disease; moderate to severe asthma; chronic heart disease; severe obesity; diabetes; chronic kidney disease undergoing dialysis; liver disease; or weakened immune system.
MINIMUM STANDARD HEALTH PROTOCOLS

RETAILERS: Page 2 of 3

☐ Do not allow employees or contractors with new or worsening signs or symptoms listed above to return to work until:
  - In the case of an employee or contractor who was diagnosed with COVID-19, the individual may return to work when all three of the following criteria are met: at least 3 days (72 hours) have passed since recovery (resolution of fever without the use of fever-reducing medications); and the individual has improvement in symptoms (e.g., cough, shortness of breath); and at least 10 days have passed since symptoms first appeared; or
  - In the case of an employee or contractor who has symptoms that could be COVID-19 and does not get evaluated by a medical professional or tested for COVID-19, the individual is assumed to have COVID-19, and the individual may not return to work until the individual has completed the same three-step criteria listed above; or
  - If the employee or contractor has symptoms that could be COVID-19 and wants to return to work before completing the above self-isolation period, the individual must obtain a medical professional’s note clearing the individual for return based on an alternative diagnosis.

☐ Do not allow an employee or contractor with known close contact to a person who is lab-confirmed to have COVID-19 to return to work until the end of the 14 day self-quarantine period from the last date of exposure (with an exception granted for healthcare workers and critical infrastructure workers).

☐ Have employees and contractors wash or sanitize their hands upon entering the retailer.

☐ Have employees and contractors maintain at least 6 feet separation from other individuals. If such distancing is not feasible, other measures such as face covering, hand hygiene, cough etiquette, cleanliness, and sanitation should be rigorously practiced.

☐ If a retailer provides a meal for employees and/or contractors, the retailer is recommended to have the meal individually packed for each individual.

☐ Consistent with the actions taken by many retailers across the state, consider having all employees and contractors wear cloth face coverings (over the nose and mouth). If available, employees and contractors should consider wearing non-medical grade face masks.

☐ Employees should be instructed to understand that young children and persons who are unable to adjust or remove face coverings should not be regarded as suitable candidates for wearing face coverings. The decision is up to the individual or their parent, guardian or attendant.

Health protocols for your retail facilities:

☐ If 6 feet of separation is not available between employees, contractors, and/or customers inside the facility, consider the use of engineering controls, such as dividers between individuals, to minimize the chances of transmission of COVID-19.

☐ Regularly and frequently clean and disinfect any regularly touched surfaces, such as doorknobs, tables, chairs, and restrooms.

☐ Disinfect any items that come into contact with customers.

☐ Make hand sanitizer, disinfecting wipes, soap and water, or similar disinfectant readily available to employees, contractors, and customers.

☐ Place readily visible signage at the retailer to remind everyone of best hygiene practices.
RETAILERS: Page 3 of 3

☐ For retailers with more than 10 employees and/or contractors present at one time, consider having an individual wholly or partially dedicated to ensuring the health protocols adopted by the retailer are being successfully implemented and followed.

☐ For malls with food court dining operations open, the mall should designate one or more individuals who are responsible for ensuring, on a continuous basis, the following guidelines are followed. The mall should have the name of that individual available upon request.

☐ No tables with more than 6 individuals
☐ At least 6 feet distancing remains between individuals sitting at different tables
☐ Tables are cleaned and disinfected between uses
☐ No condiments or other items are left on the table between customer use

If you have video game equipment or other interactive amusements:

☐ Assign at least one employee or contractor full time to disinfect the video games and other interactive amusements. **Continuous disinfecting is needed to protect customers.**
☐ Disinfect all gaming equipment before and after customer use.
☐ Provide equipment disinfecting products throughout facility for use on equipment.
☐ Ensure only one player can play a game at a time.
☐ Provide for at least 6 feet of separation between games.
The following are the minimum recommended health protocols for all retail customers. These protocols are not a limit on the health protocols that individuals may adopt. Individuals are encouraged to adopt additional protocols consistent with their specific needs and circumstances to help protect the health and safety of all Texans.

The virus that causes COVID-19 can be spread to others by infected persons who have few or no symptoms. Even if an infected person is only mildly ill, the people they spread it to may become seriously ill or even die, especially if that person is 65 or older with pre-existing health conditions that place them at higher risk. Because of the hidden nature of this threat, everyone should rigorously follow the practices specified in these protocols, all of which facilitate a safe and measured reopening of Texas. The virus that causes COVID-19 is still circulating in our communities. We should continue to observe practices that protect everyone, including those who are most vulnerable.

Please note, public health guidance cannot anticipate every unique situation. Individuals should stay informed and take actions based on common sense and wise judgment that will protect health and support economic revitalization.

Health protocols for retail customers:

☐ Self-screen before going into a retailer for any of the following, and do not go into a retailer with any of the following symptoms:
  ☐ Cough
  ☐ Shortness of breath or difficulty breathing
  ☐ Chills
  ☐ Repeated shaking with chills
  ☐ Muscle pain
  ☐ Headache
  ☐ Sore throat
  ☐ Loss of taste or smell
  ☐ Diarrhea
  ☐ Feeling feverish or a measured temperature greater than or equal to 100.0 degrees Fahrenheit
  ☐ Known close contact with a person who is lab confirmed to have COVID-19

☐ Wash or disinfect hands upon entering a retailer and after any interaction with employees, other customers, or items in the retailer.

☐ Individuals should avoid being in a group larger than 10 individuals. Within these groups, individuals should, to the extent possible, minimize in-person contact with others not in the individual’s household. Minimizing in-person contact includes maintaining 6 feet of separation from individuals. When maintaining 6 feet of separation is not feasible, other methods should be utilized to slow the spread of COVID-19, such as wearing a face covering or mask, washing or sanitizing hand frequently, and avoiding sharing utensils or other common objects.

☐ Wash or sanitize hands after the payment process.

☐ Consistent with the actions taken by many individuals across the state, consider wearing cloth face coverings (over the nose and mouth) when entering a retailer, or when within 6 feet of another person who is not a member of the individual’s household. If available, individuals should consider wearing non-medical grade face masks.

☐ Individuals aged 65 or older are at a higher risk of COVID-19. To the extent possible, avoid contact within 6 feet with individuals aged 65 and older. Individuals aged 65 and older should stay at home as much as possible.

☐ Carry hand sanitizer, and use it regularly, while at the retailer, especially after contact with individuals outside the household.
As outlined in Governor Abbott’s executive order GA-18, retailers may operate retail for pickup, delivery by mail, and delivery to the customer’s doorstep.

In accordance with Governor Abbott’s executive order GA-18, the following are the minimum recommended health protocols for all retailers choosing to operate for pickup, delivery by mail, and delivery to go in Texas. Retailers may adopt additional protocols consistent with their specific needs and circumstances to help protect the health and safety of all employees and customers.

The virus that causes COVID-19 can be spread to others by infected persons who have few or no symptoms. Even if an infected person is only mildly ill, the people they spread it to may become seriously ill or even die, especially if that person is 65 or older with pre-existing health conditions that place them at higher risk.
Because of the hidden nature of this threat, everyone should rigorously follow the practices specified in these protocols, all of which facilitate a safe and measured reopening of Texas. The virus that causes COVID-19 is still circulating in our communities. We should continue to observe practices that protect everyone, including those who are most vulnerable.

Please note, public health guidance cannot anticipate every unique situation. Retailers should stay informed and take actions based on common sense and wise judgment that will protect health and support economic revitalization. Retailers should also be mindful of federal and state employment laws and workplace safety standards.

Health protocols for serving your customers:

- Contactless payment is encouraged. Where not available, contact should be minimized.

- To minimize physical contact with the customer, purchased items should be delivered:
  - By the employee to the backseat or trunk of the customer’s vehicle whenever possible;
  - By an employee or third-party carrier to the customer’s doorstep; or
  - By mail.
Health protocols for your retail employees:

- Train all employees on appropriate cleaning and disinfection, hand hygiene, and respiratory etiquette.
- Screen employees before coming into the retailer:
  - Send home any employee who has any of the following new or worsening signs or symptoms of possible COVID-19:
    - Cough
    - Shortness of breath or difficulty breathing
    - Chills
    - Repeated shaking with chills
    - Muscle pain
    - Headache
    - Sore throat
    - Loss of taste or smell
    - Diarrhea
    - Feeling feverish or a measured temperature greater than or equal to 100.0 degrees Fahrenheit
    - Known close contact with a person who is lab confirmed to have COVID-19
Do not allow employees with the new or worsening signs or symptoms listed above to return to work until:

- In the case of an employee who was diagnosed with COVID-19, the individual may return to work when all three of the following criteria are met: at least 3 days (72 hours) have passed since recovery (resolution of fever without the use of fever-reducing medications); and the individual has improvement in respiratory symptoms (e.g., cough, shortness of breath); and at least 7 days have passed since symptoms first appeared; or

- In the case of an employee who has symptoms that could be COVID-19 and does not get evaluated by a medical professional or tested for COVID-19, the individual is assumed to have COVID-19, and the individual may not return to work until the individual has completed the same three-step criteria listed above; or

- If the employee has symptoms that could be COVID-19 and wants to return to work before completing the above self-isolation period, the individual must obtain a medical professional’s note clearing the individual for return based on an alternative diagnosis.

Do not allow an employee with known close contact to a person who is lab-confirmed to have COVID-19 to return to work until the end of the 14 day self-quarantine period from the last date of exposure (with an exception granted for healthcare workers and critical infrastructure workers).

- Have employees wash or sanitize their hands upon entering the retailer.
- Have employees maintain at least 6 feet separation from other individuals. If such distancing is not feasible, other measures such as face covering, hand hygiene, cough etiquette, cleanliness, and sanitation should be rigorously practiced.
- If an employer provides a meal for employees, employers are recommended to have the meal individually packed for each employee.
- Consistent with the actions taken by many retailers across the state, consider having all employees wear cloth face coverings (over the nose and mouth). If available, employees should consider wearing non-medical grade face masks.

**Health protocols for your retail facilities:**

- Regularly and frequently clean and disinfect any regularly touched surfaces, such as doorknobs, tables, chairs, and restrooms.
- Disinfect any items that come into contact with customers.
- Make hand sanitizer, disinfecting wipes, soap and water, or similar disinfectant readily available to employees and customers.
- Place readily visible signage at the retailer to remind everyone of best hygiene practices.
CHECKLIST FOR RESTAURANTS

Restaurants may operate for dine-in service up to 50% of the total listed occupancy inside the restaurant; outdoor dining is not subject to an occupancy limit; and restaurant employees and contractors are not counted towards the occupancy limitation. Effective June 12, 2020 restaurants may operate for dine-in service up to 75% of the total listed occupancy inside the restaurant. This applies only to restaurants that have less than 51% of their gross sales from alcoholic beverages. Restaurants may continue to provide to-go or delivery services.

The following are the minimum recommended health protocols for all restaurants choosing to operate in Texas. Restaurants may adopt additional protocols consistent with their specific needs and circumstances to help protect the health and safety of all employees, contractors, and customers.

The virus that causes COVID-19 can be spread to others by infected persons who have few or no symptoms. Even if an infected person is only mildly ill, the people they spread it to may become seriously ill or even die, especially if that person is 65 or older with pre-existing health conditions that place them at higher risk. Because of the hidden nature of this threat, everyone should rigorously follow the practices specified in these protocols, all of which facilitate a safe and measured reopening of Texas. The virus that causes COVID-19 is still circulating in our communities. We should continue to observe practices that protect everyone, including those who are most vulnerable.

Please note, public health guidance cannot anticipate every unique situation. Restaurants should stay informed and take actions based on common sense and wise judgment that will protect health and support economic revitalization. Restaurants should also be mindful of federal and state employment and disability laws, workplace safety standards, and accessibility standards to address the needs of both workers and customers.

Health protocols for serving your customers:

☐ Groups maintain at least 6 feet of distance from other groups at all times, including while waiting to be seated in the restaurant. The 6 feet of distance between groups seated at different tables is not required if the restaurant provides engineering controls, such as a partition, between the tables.
  ☐ A booth may be next to another booth as long as a partition is constructed between the booths, and that partition is at least 6 feet tall above ground level.
  ☐ Tables should generally be at least 6 feet apart from any part of another table. However, a restaurant may have tables at least 4 feet apart from any part of another table, provided the restaurant uses a partition between the tables that is at least 6 feet tall and 6 feet wide.

☐ Make a hand sanitizing station available upon entry to the restaurant.

☐ No tables of more than 10 people.

☐ Dining:
  ☐ Do not leave condiments, silverware, flatware, glassware, or other traditional table top items on an unoccupied table
  ☐ Provide condiments only upon request, and in single use (non-reusable) portions.
  ☐ Use disposable menus (new for each patron)
  ☐ If a buffet is offered, restaurant employees serve the food to customers.

☐ Contactless payment is encouraged. Where not available, contact should be minimized. Both parties should wash or sanitize hands after the payment process.
Health protocols for your employees and contractors:

- Train all employees and contractors on appropriate cleaning and disinfection, hand hygiene, and respiratory etiquette.

- Screen employees and contractors before coming into the restaurant:
  - Send home any employee or contractor who has any of the following new or worsening signs or symptoms of possible COVID-19:
    - Cough
    - Shortness of breath or difficulty breathing
    - Chills
    - Repeated shaking with chills
    - Muscle pain
    - Headache
    - Sore throat
    - Loss of taste or smell
    - Diarrhea
    - Feeling febrile or a measured temperature greater than or equal to 100.0 degrees Fahrenheit
    - Known close contact with a person who is lab confirmed to have COVID-19

- Do not allow employees or contractors with new or worsening signs or symptoms listed above to return to work until:
  - In the case of an employee or contractor who was diagnosed with COVID-19, the individual may return to work when all three of the following criteria are met: at least 3 days (72 hours) have passed since recovery (resolution of fever without the use of fever-reducing medications); and the individual has improvement in symptoms (e.g., cough, shortness of breath); and at least 10 days have passed since symptoms first appeared; or
  - In the case of an employee or contractor who has symptoms that could be COVID-19 and does not get evaluated by a medical professional or tested for COVID-19, the individual is assumed to have COVID-19, and the individual may not return to work until the individual has completed the same three-step criteria listed above; or
  - If the employee or contractor has symptoms that could be COVID-19 and wants to return to work before completing the above self-isolation period, the individual must obtain a medical professional’s note clearing the individual for return based on an alternative diagnosis.

- Do not allow an employee or contractor with known close contact to a person who is lab confirmed to have COVID-19 to return to work until the end of the 14 day self-quarantine period from the last date of exposure (with an exception granted for healthcare workers and critical infrastructure workers).

- Have employees and contractors wash or sanitize their hands upon entering the restaurant, and between interactions with customers.

- Have employees and contractors maintain at least 6 feet of separation from other individuals. If such distancing is not feasible, measures such as face covering, hand hygiene, cough etiquette, cleanliness, and sanitation should be rigorously practiced.
MINIMUM STANDARD HEALTH PROTOCOLS

RESTAURANTS: Page 3 of 4

Consistent with the actions taken by many restaurants across the state, consider having all employees and contractors wear cloth face coverings (over the nose and mouth). If available, employees and contractors should consider wearing non-medical grade face masks.

Health protocols for your facilities:

- Take steps to ensure 6 feet social distancing is maintained at the bar between individual patrons, between patrons and wait staff, and between patrons and bar items such as clean glassware and ice. Such separation may be obtained by ensuring bartenders remain at least 6 feet from customers at the bar, such as by taping off or otherwise blocking bartenders from being within 6 feet of a seated customer, or the use of engineering controls, such as dividers, to keep individuals and/or the bar separate from other individuals.

- Consider having an employee or contractor manage and control access to the restaurant, including opening doors to prevent patrons from touching door handles.

- Regularly and frequently clean and disinfect any regularly touched surfaces, such as doorknobs, tables, and chairs.

- Regularly and frequently clean restrooms, and document the cleanings.

- Disinfect any items that come into contact with customers.

- Make hand sanitizer, disinfecting wipes, soap and water, or similar disinfectant readily available to employees, contractors, and customers.

- Consider placing readily visible signage at the restaurant to remind everyone of best hygiene practices.

- Clean and disinfect the area used for dining (table, etc.) after each group of customers depart, including the disinfecting of tables, chairs, stalls, and countertops.

- Clean and sanitize restaurants daily.

- For restaurants with more than 10 employees and/or contractors present at one time, consider having an individual wholly or partially dedicated to ensuring the health protocols adopted by the restaurant are being successfully implemented and followed.

- TABC staff should monitor restaurants throughout the state of Texas to ensure compliance with these protocols. TABC has the authority to suspend any license that poses an immediate threat or danger to public safety. Failure to follow these protocols may result in a 30-day license suspension for the first infraction, and a 60-day suspension for a second infraction.

If you have video game equipment or other interactive amusements:

- Assign at least one employee or contractor full time to disinfect the video games and other interactive amusements. Continuous disinfecting is needed to protect customers.

- Disinfect all gaming equipment before and after customer use.

- Provide equipment disinfecting products throughout facility for use on equipment.
RESTAURANTS: Page 4 of 4

☐ Ensure only one player can play a game at a time.
☐ Provide for at least 6 feet of separation between games.

Health protocols for valet parking services:

☐ Take the temperature of each employee or contractor at the beginning of each shift.
☐ Utilize the following personal protective equipment for employees and contractors:
  ☐ Cloth face coverings over the nose and mouth, or, if available, non-medical grade face masks over the nose and mouth
  ☐ Single-use disposable gloves that are changed between every interaction with customers and/or vehicles
☐ Vehicle door handles, ignition switch, steering wheel, and shift knob should be wiped with disinfectant as the valet employee enters and exits the vehicle.
☐ All workstations and work equipment should be cleaned at the start and the end of each shift, as well as every hour during the shift. These workstations should include the valet podium, key storage locker, tablets, fee computers, receipt printers, etc.
☐ Valet parking operators should employ contactless payment whenever possible.
☐ For high volume operations, appropriate physical distancing indicators should be established to ensure customers maintain at least six feet of distance as they wait for their vehicle.
☐ Where possible, alternative parking options should be provided for customers who are uncomfortable with valet parking.
☐ Wash or disinfect hands upon entering a business and after any interaction with employees, other customers, or items in the business.
☐ Make hand sanitizer, disinfecting wipes, soap and water, or similar disinfectant readily available to employees, contractors, and customers.
☐ Have employees and contractors maintain at least 6 feet of separation from other individuals.
The following are the minimum recommended health protocols for all restaurant customers in Texas. These minimum health protocols are not a limit on the health protocols that individuals may adopt. Individuals are encouraged to adopt additional protocols consistent with their specific needs and circumstances to help protect the health and safety of all Texans.

The virus that causes COVID-19 can be spread to others by infected persons who have few or no symptoms. Even if an infected person is only mildly ill, the people they spread it to may become seriously ill or even die, especially if that person is 65 or older with pre-existing health conditions that place them at higher risk. Because of the hidden nature of this threat, everyone should rigorously follow the practices specified in these protocols, all of which facilitate a safe and measured reopening of Texas. The virus that causes COVID-19 is still circulating in our communities. We should continue to observe practices that protect everyone, including those who are most vulnerable.

Please note, public health guidance cannot anticipate every unique situation. Individuals should stay informed and take actions based on common sense and wise judgment that will protect health and support economic revitalization.

Health protocols for restaurant customers:

☑ In a restaurant, minimizing in-person contact is difficult, and wearing face coverings or masks is not feasible while at a table. For this reason, tables at restaurants should not exceed 10 individuals including members of the same household or those that traveled together to the restaurant.

☐ When individuals go to a restaurant, individuals should, to the extent possible, minimize in-person contact with others not in the individual’s household. Minimizing in-person contact includes maintaining 6 feet of separation from individuals. When maintaining 6 feet of separation is not feasible, other methods should be utilized to slow the spread of COVID-19, such as wearing a face covering or mask, washing or sanitizing hand frequently, and avoiding sharing utensils or other common objects.

☐ Self-screen before going into a restaurant for any of the following new or worsening signs or symptoms of possible COVID-19:

☐ Cough
☐ Shortness of breath or difficulty breathing
☐ Chills
☐ Repeated shaking with chills
☐ Muscle pain
☐ Headache
☐ Sore throat
☐ Loss of taste or smell
☐ Diarrhea
☐ Feeling feverish or a measured temperature greater than or equal to 100.0 degrees Fahrenheit
☐ Known close contact with a person who is lab confirmed to have COVID-19

☐ Wash or disinfect hands upon entering a restaurant and after any interaction with employees, other customers, or items in the restaurant.

☐ Customers should wash or sanitize their hands after the payment process.

☐ Consistent with the actions taken by many individuals across the state, consider wearing cloth face coverings (over the nose and mouth) when not at the table, or when within 6 feet of another person who is not a member of the individual’s household. If available, individuals should consider wearing non-medical grade face masks.
Individuals aged 65 or older are at a higher risk of COVID-19. To the extent possible, maintain at least 6 feet of distance from individuals aged 65 and older. Individuals aged 65 and older should stay at home as much as possible.

Carry hand sanitizer, and use it regularly while at the restaurant, especially after contact with individuals outside the household.
Barber shops may operate provided they can ensure at least 6 feet social distancing between operating work stations. Because of the proximity between individuals in these facilities, stringent compliance with these protocols is strongly recommended.

The following are the minimum recommended health protocols for barber shops choosing to operate in Texas. Barber shops may adopt additional protocols consistent with their specific needs and circumstances to help protect the health and safety of all employees, independent contractors, and customers.

The virus that causes COVID-19 can be spread to others by infected persons who have few or no symptoms. Even if an infected person is only mildly ill, the people they spread it to may become seriously ill or even die, especially if that person is 65 or older with pre-existing health conditions that place them at higher risk. Because of the hidden nature of this threat, everyone should rigorously follow the practices specified in these protocols, all of which facilitate a safe and measured reopening of Texas. The virus that causes COVID-19 is still circulating in our communities. We should continue to observe practices that protect everyone, including those who are most vulnerable.

Please note, public health guidance cannot anticipate every unique situation. Barber shops should stay informed and take actions based on common sense and wise judgment that will protect health and support economic revitalization. Barber shops should also be mindful of federal and state employment and disability laws, workplace safety standards, and accessibility standards to address the needs of both workers and customers.

Getting barber shop, employees, and contractors ready to open:

- Start by first offering less complex and time-consuming services such as haircutting and shaving services.
- Notify employees and contractors of all COVID-19 processes and procedures and require them to sign a statement acknowledging they understand and will adhere to the guidelines.
- Screen employees and contractors before coming into the barber shop:
  - Send home any employee or contractor who has any of the following new or worsening signs or symptoms of possible COVID-19:
    - Cough
    - Shortness of breath or difficulty breathing
    - Chills
    - Repeated shaking with chills
    - Muscle pain
    - Headache
    - Sore throat
    - Loss of taste or smell
    - Diarrhea
    - Feeling feverish or a measured temperature greater than or equal to 100.0 degrees Fahrenheit
    - Known close contact with a person who is lab confirmed to have COVID-19
- Do not allow employees or contractors with new or worsening signs or symptoms listed above to return to work until:
In the case of an employee or contractor who was diagnosed with COVID-19, the individual may return to work when all three of the following criteria are met: at least 3 days (72 hours) have passed since recovery (resolution of fever without the use of fever-reducing medications); and the individual has improvement in symptoms (e.g., cough, shortness of breath); and at least 10 days have passed since symptoms first appeared; or

- In the case of an employee or contractor who has symptoms that could be COVID-19 and does not get evaluated by a medical professional or tested for COVID-19, the individual is assumed to have COVID-19, and the individual may not return to work until the individual has completed the same three-step criteria listed above; or

- If the employee or contractor has symptoms that could be COVID-19 and wants to return to work before completing the above self-isolation period, the individual must obtain a medical professional’s note clearing the individual for return based on an alternative diagnosis.

Do not allow an employee or contractor with known close contact to a person who is lab-confirmed to have COVID-19 to return to work until the end of the 14 day self-quarantine period from the last date of exposure (with an exception granted for health care workers and critical infrastructure workers).

Consider implementing a similar policy for clients.

For temperature checks, the preferred method is a no-contact thermometer, such as a forehead thermometer, if possible.

Do not use a contact thermometer on multiple persons without disposable guards or disinfection between persons.

Provide resources and a work environment that promote personal hygiene. For example, provide tissues, hand soap, alcohol-based hand sanitizers containing at least 60 percent alcohol, disinfectants, and disposable towels for licensees to clean their work surfaces.

Disinfectants must come from this list: https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2

Provide a place to wash hands with both hot and cold water with hand soap, disposable towels, and a no-touch trash can.

Before an appointment:

- Appointments should be scheduled to limit the amount of people in the shop.
- Walk-in clients should wait either in their own cars or outside with at least six feet separation between individuals.
- Do not allow clients to bring extra people to the appointment, such as children.
BARBER SHOPS: Page 3 of 4

- Only schedule the number of clients that will allow for social distancing of at least six feet from others.
- A sign should be posted at the entrance to the shop with a phone number that clients should call to schedule an appointment when they arrive outside the shop.
- Only bring clients into the building when the licensee is ready for them, to eliminate anyone needing to spend any time in the lobby or waiting area.
- Remove all unnecessary items such as magazines from the lobby or waiting area.
- Contactless payment is encouraged. Where not available, contact should be minimized.
- Signs should be posted at each entrance and eye-level at stations notifying clients that people with symptoms of COVID-19 or who have recently been exposed to someone with symptoms must reschedule their appointment.
- Do not provide services to a client if you have reason to believe that they are sick or have a contagious condition.
- If possible, provide face coverings for clients or ask them to wear one if services can be provided with it on.

Once inside the barber shop:

- Do not let clients touch/handle retail supplies.
- Require all clients to wash their hands upon entering the shop and before each treatment.
- Take measures to ensure that clients do not interact with each other in the shop.
- Face masks or fabric face coverings should always be worn by employers, employees, contractors, and clients while inside the salon/shop, even if individuals are practicing social distancing.
  - Employees should be instructed to understand that young children and persons who are unable to adjust or remove face coverings should not be regarded as suitable candidates for wearing face coverings. The decision is up to the individual or their parent, guardian or attendant.
- Clients receiving services for which a mask may not be worn (shaving) should wear a mask or face covering before and after they receive the service.

Providing services:

- If gloves cannot be worn for a service, then hands must be washed with soap and water prior to providing services. Hands must be washed for a minimum of 20 seconds.
- If at any time an employee or contractor touches their face, nose, eyes, cell phone, door, credit card machine or any surface they have not sanitized, they must immediately change their gloves or rewash hands with soap and water.
- Use disposable supplies to keep from having to handle and disinfect multi-use supplies.
- Use disposable towels when possible and dispose of them after use.
Continue to service clients with the cleaning and sanitation you already practice:

- If gloves are worn, they must be removed and properly disposed of immediately upon completion of the service.
- All surfaces must be wiped down and sanitized between use including computers, landline phones, etc.
- Full sanitization of workstations, shampoo bowls, chairs, etc., must occur after each client. This includes a complete wipe down with disinfectant cleaners or wipes of all surfaces touched and products used.
- Multi-use equipment and tools must be cleaned and disinfected before use on each client.
- Single-use equipment and tools must be discarded after use on a single client.
- Electrical equipment that cannot be immersed in liquid shall be wiped clean and disinfected before use on each client.
- All clean and disinfected tools and materials shall be stored in a clean, dry, debris free environment when not in use.
- Clean and disinfected tools and materials must be stored separate from soiled tools and materials. Ultraviolet electrical sanitizers are acceptable for use as a dry storage container. Non-barber related supplies must be stored in separate drawers or locations.
- Shampoo bowls and manicure tables shall be disinfected prior to use for each client.
- Floors shall be thoroughly cleaned each day. Hair cuttings must be swept up and deposited in a closed receptacle. Cosmetologists need to sweep up after each haircut.
- All trash containers must be emptied daily and kept clean by washing or using plastic liners.
- Non-disposable towels used during services must be immediately removed and placed in a disposable laundry receptacle (such as a bag that is discarded after use) at the conclusion of the service.
- If the salon uses a laundry basket or reusable bag, it must be sanitized between uses and should never be used for clean towels/capes.
- Towels must be washed in hot water and chlorine bleach and only clean towels shall be used on clients.
- Clean towels should only be handled by someone who has cleaned their hands immediately before touching the towels or someone who has a fresh pair of gloves.
- All on-site laundry rooms or laundry storage rooms must be fully sanitized daily.

Additional items:

- If an employee or contractor tests positive for COVID-19, immediately report that to the local health authority and provide notification to employees, contractors, and clients. The notification may be made via phone call, e-mail, or text. The notification to the local health authority and to employees, contractors, and clients must occur no later than 24 hours of receiving information of a positive test result.
CHECKLIST FOR BARBER SHOP CUSTOMERS

The following are the minimum recommended health protocols for all barber shop customers. These minimum health protocols are not a limit on the health protocols that individuals may adopt. Individuals are encouraged to adopt additional protocols consistent with their specific needs and circumstances to help protect the health and safety of all Texans.

The virus that causes COVID-19 can be spread to others by infected persons who have few or no symptoms. Even if an infected person is only mildly ill, the people they spread it to may become seriously ill or even die, especially if that person is 65 or older with pre-existing health conditions that place them at higher risk. Because of the hidden nature of this threat, everyone should rigorously follow the practices specified in these protocols, all of which facilitate a safe and measured reopening of Texas. The virus that causes COVID-19 is still circulating in our communities. We should continue to observe practices that protect everyone, including those who are most vulnerable.

Please note, public health guidance cannot anticipate every unique situation. Individuals should stay informed and take actions based on common sense and wise judgment that will protect health and support economic revitalization.

Health protocols for customers:

- Consistent with the actions taken by many individuals across the state, and because of the close proximity between individuals inside barber shops, consider wearing cloth face coverings (over the nose and mouth) except when it interferes with the service being provided. If available, individuals should consider wearing non-medical grade face masks. Wearing a mask is of utmost importance because of the close proximity between individuals in these settings.

- Maintain at least 6 feet separation from other individuals. If such distancing is not feasible, other measures such as face covering, hand hygiene, cough etiquette, cleanliness, and sanitation should be rigorously practiced.

- Self-screen before going into a barber shop for any of the following new or worsening signs or symptoms of possible COVID-19:
  - Cough
  - Shortness of breath or difficulty breathing
  - Chills
  - Repeated shaking with chills
  - Muscle pain
  - Headache
  - Sore throat
  - Loss of taste or smell
  - Diarrhea
  - Feeling feverish or a measured temperature greater than or equal to 100.0 degrees Fahrenheit.
  - Known close contact with a person who is lab confirmed to have COVID-19

- Wash or disinfect hands upon entering a barber shop and after any interaction with employees, contractors, other customers, or items in the nail salon.

- Wash or sanitize hands after the payment process.

- Individuals aged 65 or older are at a higher risk of COVID-19. To the extent possible, avoid contact within 6 feet with individuals aged 65 and older. Individuals aged 65 and older should stay at home as much as possible.
MINIMUM STANDARD HEALTH PROTOCOLS

☑ CHECKLIST FOR COSMETOLOGY SALONS/HAIR SALONS

Cosmetology salons may operate provided they can ensure at least 6 feet social distancing between operating work stations. Because of the proximity between individuals in these facilities, stringent compliance with these protocols is strongly recommended.

The following are the minimum recommended health protocols for cosmetology salons choosing to operate in Texas. Cosmetology salons may adopt additional protocols consistent with their specific needs and circumstances to help protect the health and safety of all employees, independent contractors, and customers.

The virus that causes COVID-19 can be spread to others by infected persons who have few or no symptoms. Even if an infected person is only mildly ill, the people they spread it to may become seriously ill or even die, especially if that person is 65 or older with pre-existing health conditions that place them at higher risk. Because of the hidden nature of this threat, everyone should rigorously follow the practices specified in these protocols, all of which facilitate a safe and measured reopening of Texas. The virus that causes COVID-19 is still circulating in our communities. We should continue to observe practices that protect everyone, including those who are most vulnerable.

Please note, public health guidance cannot anticipate every unique situation. Cosmetology salons should stay informed and take actions based on common sense and wise judgment that will protect health and support economic revitalization. Cosmetology salons should also be mindful of federal and state employment and disability laws, workplace safety standards, and accessibility standards to address the needs of both workers and customers.

Getting cosmetology salon, employees, and contractors ready to open:

☐ Start by first offering less complex and time-consuming services such as haircutting services.
☐ Notify employees and contractors of all COVID-19 processes and procedures and require them to sign a statement acknowledging they understand and will adhere to the guidelines.
☐ Screen employees and contractors before coming into the cosmetology salon:
  ☐ Send home any employee or contractor who has any of the following new or worsening signs or symptoms of possible COVID-19:
    – Cough
    – Shortness of breath or difficulty breathing
    – Chills
    – Repeated shaking with chills
    – Muscle pain
    – Headache
    – Sore throat
    – Loss of taste or smell
    – Diarrhea
    – Feeling feverish or a measured temperature greater than or equal to 100.0 degrees Fahrenheit
    – Known close contact with a person who is lab confirmed to have COVID-19

☐ Do not allow employees or contractors with new or worsening signs or symptoms listed above to return to work until:
COSMETOLOGY/HAIR SALONS: Page 2 of 4

- In the case of an employee or contractor who was diagnosed with COVID-19, the individual may return to work when all three of the following criteria are met: at least 3 days (72 hours) have passed since recovery (resolution of fever without the use of fever-reducing medications); and the individual has improvement in symptoms (e.g., cough, shortness of breath); and at least 10 days have passed since symptoms first appeared; or

- In the case of an employee or contractor who has symptoms that could be COVID-19 and does not get evaluated by a medical professional or tested for COVID-19, the individual is assumed to have COVID-19, and the individual may not return to work until the individual has completed the same three-step criteria listed above; or

- If the employee or contractor has symptoms that could be COVID-19 and wants to return to work before completing the above self-isolation period, the individual must obtain a medical professional’s note clearing the individual for return based on an alternative diagnosis.

☐ Do not allow an employee or contractor with known close contact to a person who is lab-confirmed to have COVID-19 to return to work until the end of the 14 day self-quarantine period from the last date of exposure (with an exception granted for health care workers and critical infrastructure workers).

☐ Consider implementing a similar policy for clients.

☐ For temperature checks, the preferred method is a no-contact thermometer, such as a forehead thermometer, if possible.

☐ Do not use a contact thermometer on multiple persons without disposable guards or disinfection between persons.

☐ Provide resources and a work environment that promote personal hygiene. For example, provide tissues, hand soap, alcohol-based hand sanitizers containing at least 60 percent alcohol, disinfectants, and disposable towels for licensees to clean their work surfaces.

☐ Disinfectants must come from this list: https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2

☐ Provide a place to wash hands with both hot and cold water with hand soap, disposable towels, and a no-touch trash can.

Before an appointment:

☐ Appointments should be scheduled to limit the amount of people in the salon.

☐ Walk-in clients should wait either in their own cars or outside with at least six feet separation between individuals.

☐ Do not allow clients to bring extra people to the appointment, such as children.
COSMETOLOGY/HAIR SALONS: Page 3 of 4

- Only schedule the number of clients that will allow for social distancing of at least six feet from others.
- A sign should be posted at the entrance to the salon with a phone number that clients should call to schedule an appointment when they arrive outside the salon.
- Only bring clients into the building when the licensee is ready for them, to eliminate anyone needing to spend any time in the lobby or waiting area.
- Remove all unnecessary items such as magazines from the lobby or waiting area.
- Contactless payment is encouraged. Where not available, contact should be minimized.
- Signs should be posted at each entrance and eye-level at stations notifying clients that people with symptoms of COVID-19 or who have recently been exposed to someone with symptoms must reschedule their appointment.
- Do not provide services to a client if you have reason to believe that they are sick or have a contagious condition.
- If possible, provide face coverings for clients or ask them to wear one if services can be provided with it on.

Once inside the hair salon:

- Do not let clients touch/handle retail supplies.
- Require all clients to wash their hands upon entering the salon and before each treatment.
- Take measures to ensure that clients do not interact with each other in the salon.
- Face masks or fabric face coverings should always be worn by employers, employees, contractors, and clients while inside the salon/shop, even if individuals are practicing social distancing.
  - Employees should be instructed to understand that young children and persons who are unable to adjust or remove face coverings should not be regarded as suitable candidates for wearing face coverings. The decision is up to the individual or their parent, guardian or attendant.
- Clients receiving services for which a mask may not be worn should wear a mask or face covering before and after they receive the service.

Providing services:

- If gloves cannot be worn for a service, then hands must be washed with soap and water prior to providing services. Hands must be washed for a minimum of 20 seconds.
- If at any time an employee or contractor touches their face, nose, eyes, cell phone, door, credit card machine or any surface they have not sanitized, they must immediately change their gloves or rewash hands with soap and water.
- Use disposable supplies to keep from having to handle and disinfect multi-use supplies.
- Use disposable towels when possible and dispose of them after use.
Continue to service clients with the cleaning and sanitation you already practice:

- If gloves are worn, they must be removed and properly disposed of immediately upon completion of the service.
- All surfaces must be wiped down and sanitized between use including computers, landline phones, etc.
- Full sanitization of workstations, shampoo bowls, chairs, etc., must occur after each client. This includes a complete wipe down with disinfectant cleaners or wipes of all surfaces touched and products used.
- Multi-use equipment and tools must be cleaned and disinfected before use on each client.
- Single-use equipment and tools must be discarded after use on a single client.
- Electrical equipment that cannot be immersed in liquid shall be wiped clean and disinfected before use on each client.
- All clean and disinfected tools and materials shall be stored in a clean, dry, debris free environment when not in use.
- Clean and disinfected tools and materials must be stored separate from soiled tools and materials. Ultraviolet electrical sanitizers are acceptable for use as a dry storage container. Non-cosmetology or barbering related supplies must be stored in separate drawers or locations.
- Shampoo bowls and manicure tables shall be disinfected prior to use for each client.
- Floors shall be thoroughly cleaned each day. Hair cuttings must be swept up and deposited in a closed receptacle. Cosmetologists need to sweep up after each haircut.
- All trash containers must be emptied daily and kept clean by washing or using plastic liners.
- Non-disposable towels used during services must be immediately removed and placed in a disposable laundry receptacle (such as a bag that is discarded after use) at the conclusion of the service.
- If the salon uses a laundry basket or reusable bag, it must be sanitized between uses and should never be used for clean towels/capes.
- Towels must be washed in hot water and chlorine bleach and only clean towels shall be used on clients.
- Clean towels should only be handled by someone who has cleaned their hands immediately before touching the towels or someone who has a fresh pair of gloves.
- All on-site laundry rooms or laundry storage rooms must be fully sanitized daily.

Additional items:

- If an employee or contractor tests positive for COVID-19, immediately report that to the local health authority and provide notification to employees, contractors, and clients. The notification may be made via phone call, e-mail, or text. The notification to the local health authority and to employees, contractors, and clients must occur no later than 24 hours of receiving information of a positive test result.
The following are the minimum recommended health protocols for all cosmetology salon customers. These minimum health protocols are not a limit on the health protocols that individuals may adopt. Individuals are encouraged to adopt additional protocols consistent with their specific needs and circumstances to help protect the health and safety of all Texans.

The virus that causes COVID-19 can be spread to others by infected persons who have few or no symptoms. Even if an infected person is only mildly ill, the people they spread it to may become seriously ill or even die, especially if that person is 65 or older with pre-existing health conditions that place them at higher risk. Because of the hidden nature of this threat, everyone should rigorously follow the practices specified in these protocols, all of which facilitate a safe and measured reopening of Texas. The virus that causes COVID-19 is still circulating in our communities. We should continue to observe practices that protect everyone, including those who are most vulnerable.

Please note, public health guidance cannot anticipate every unique situation. Individuals should stay informed and take actions based on common sense and wise judgment that will protect health and support economic revitalization.

Health protocols for customers:

☐ Consistent with the actions taken by many individuals across the state, and because of the close proximity between individuals inside cosmetology salons, consider wearing cloth face coverings (over the nose and mouth) except when it interferes with the service being provided. If available, individuals should consider wearing non-medical grade face masks. Wearing a mask is of utmost importance because of the close proximity between individuals in these settings.

☐ Maintain at least 6 feet of separation from other individuals. If such distancing is not feasible, other measures such as face covering, hand hygiene, cough etiquette, cleanliness, and sanitation should be rigorously practiced.

☐ Self-screen before going into a cosmetology salon for any of the following new or worsening signs or symptoms of possible COVID-19:

☐ Cough
☐ Shortness of breath or difficulty breathing
☐ Chills
☐ Repeated shaking with chills
☐ Muscle pain
☐ Headache
☐ Sore throat
☐ Loss of taste or smell
☐ Diarrhea
☐ Feeling feverish or a measured temperature greater than or equal to 100.0 degrees Fahrenheit
☐ Known close contact with a person who is lab confirmed to have COVID-19

☐ Wash or disinfect hands upon entering a cosmetology salon and after any interaction with employees, contractors, other customers, or items in the cosmetology salon.

☐ Wash or sanitize hands after the payment process.

☐ Individuals aged 65 or older are at a higher risk of COVID-19. To the extent possible, avoid contact within 6 feet with individuals aged 65 and older. Individuals aged 65 and older should stay at home as much as possible.
Nail salons/shops may operate provided they can ensure at least 6 feet social distancing between operating work stations. Because of the proximity between individuals in these facilities, stringent compliance with these protocols is strongly recommended.

The following are the minimum recommended health protocols for nail salons/shops choosing to operate in Texas. Nail salons/shops may adopt additional protocols consistent with their specific needs and circumstances to help protect the health and safety of all employees, independent contractors, and customers.

The virus that causes COVID-19 can be spread to others by infected persons who have few or no symptoms. Even if an infected person is only mildly ill, the people they spread it to may become seriously ill or even die, especially if that person is 65 or older with pre-existing health conditions that place them at higher risk. Because of the hidden nature of this threat, everyone should rigorously follow the practices specified in these protocols, all of which facilitate a safe and measured reopening of Texas. The virus that causes COVID-19 is still circulating in our communities. We should continue to observe practices that protect everyone, including those who are most vulnerable.

Please note, public health guidance cannot anticipate every unique situation. Nail salons/shops should stay informed and take actions based on common sense and wise judgment that will protect health and support economic revitalization. Nail salons/shops should also be mindful of federal and state employment and disability laws, workplace safety standards, and accessibility standards to address the needs of both workers and customers.

Getting nail salon/shop, employees, and contractors ready to open:

- Notify employees and contractors of all COVID-19 processes and procedures and require them to sign a statement acknowledging they understand and will adhere to the guidelines.

- Screen employees and contractors before coming into the nail salon:
  - Send home any employee or contractor who has any of the following new or worsening signs or symptoms of possible COVID-19:
    - Cough
    - Shortness of breath or difficulty breathing
    - Chills
    - Repeated shaking with chills
    - Muscle pain
    - Headache
    - Sore throat
    - Loss of taste or smell
    - Diarrhea
    - Feeling feverish or a measured temperature greater than or equal to 100.0 degrees Fahrenheit
    - Known close contact with a person who is lab confirmed to have COVID-19

- Do not allow employees or contractors with new or worsening signs or symptoms listed above to return to work until:
In the case of an employee or contractor who was diagnosed with COVID-19, the individual may return to work when all three of the following criteria are met: at least 3 days (72 hours) have passed since recovery (resolution of fever without the use of fever-reducing medications); and the individual has improvement in symptoms (e.g., cough, shortness of breath); and at least 10 days have passed since symptoms first appeared; or

In the case of an employee or contractor who has symptoms that could be COVID-19 and does not get evaluated by a medical professional or tested for COVID-19, the individual is assumed to have COVID-19, and the individual may not return to work until the individual has completed the same three-step criteria listed above; or

If the employee or contractor has symptoms that could be COVID-19 and wants to return to work before completing the above self-isolation period, the individual must obtain a medical professional’s note clearing the individual for return based on an alternative diagnosis.

Do not allow an employee or contractor with known close contact to a person who is lab-confirmed to have COVID-19 to return to work until the end of the 14 day self-quarantine period from the last date of exposure (with an exception granted for health care workers and critical infrastructure workers).

Consider implementing a similar policy for clients.

For temperature checks, the preferred method is a no-contact thermometer, such as a forehead thermometer, if possible.

Do not use a contact thermometer on multiple persons without disposable guards or disinfection between persons.

Provide resources and a work environment that promote personal hygiene. For example, provide tissues, hand soap, alcohol-based hand sanitizers containing at least 60 percent alcohol, disinfectants, and disposable towels for licensees to clean their work surfaces.

Disinfectants must come from this list: https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2

Provide a place to wash hands with both hot and cold water with hand soap, disposable towels, and a no-touch trash can.

Before an appointment:

Appointments should be scheduled to limit the amount of people in the salon/shop.

Walk-in clients should wait either in their own cars or outside with at least six feet separation between individuals.

Do not allow clients to bring extra people to the appointment, such as children.
MINIMUM STANDARD HEALTH PROTOCOLS

NAIL SALONS: Page 3 of 4

- Only schedule the number of clients that will allow for social distancing of at least six feet from others.
- A sign should be posted at the entrance to the salon/shop with a phone number that clients should call to schedule an appointment when they arrive outside the salon/shop.
- Only bring clients into the building when the licensee is ready for them, to eliminate anyone needing to spend any time in the lobby or waiting area.
- Remove all unnecessary items such as magazines from the lobby or waiting area.
- Contactless payment is encouraged. Where not available, contact should be minimized.
- Signs should be posted at each entrance and eye-level at stations notifying clients that people with symptoms of COVID-19 or who have recently been exposed to someone with symptoms must reschedule their appointment.
- Do not provide services to a client if you have reason to believe that they are sick or have a contagious condition.

Once inside the nail salon/shop:

- Do not let clients touch/handle retail supplies, such as nail polish when selecting colors.
- Require all clients to wash their hands upon entering the salon/shop and before each treatment.
- Take measures to ensure that clients do not interact with each other in the salon/shop.
- Face masks or fabric face coverings should always be worn by employers, employees, contractors, and clients while inside the salon/shop, even if individuals are practicing social distancing.
  - Employees should be instructed to understand that young children and persons who are unable to adjust or remove face coverings should not be regarded as suitable candidates for wearing face coverings. The decision is up to the individual or their parent, guardian or attendant.

Providing services:

- If gloves cannot be worn for a service, then hands must be washed with soap and water prior to providing services. Hands must be washed for a minimum of 20 seconds.
- If at any time an employee or contractor touches their face, nose, eyes, cell phone, door, credit card machine or any surface they have not sanitized, they must immediately change their gloves or rewash hands with soap and water.
- Use disposable supplies to keep from having to handle and disinfect multi-use supplies.
- Use disposable towels when possible and dispose of them after use.
Continue to service clients with the cleaning and sanitation you already practice:

- If gloves are worn, they must be removed and properly disposed of immediately upon completion of the service.
- All surfaces must be wiped down and sanitized between use including computers, landline phones, etc.
- Full sanitization of workstations, chairs, etc., must occur after each client. This includes a complete wipe down with disinfectant cleaners or wipes of all surfaces touched and products used.
- Multi-use equipment and tools must be cleaned and disinfected before use on each client.
- Single-use equipment and tools must be discarded after use on a single client.
- Electrical equipment that cannot be immersed in liquid shall be wiped clean and disinfected before use on each client.
- All clean and disinfected tools and materials shall be stored in a clean, dry, debris free environment when not in use.
- Clean and disinfected tools and materials must be stored separate from soiled tools and materials. Ultraviolet electrical sanitizers are acceptable for use as a dry storage container. Non-cosmetology or barbering related supplies must be stored in separate drawers or locations.
- Manicure tables shall be disinfected prior to use for each client.
- Floors shall be thoroughly cleaned each day.
- All trash containers must be emptied daily and kept clean by washing or using plastic liners.
- Non-disposable towels used during services must be immediately removed and placed in a disposable laundry receptacle (such as a bag that is discarded after use) at the conclusion of the service.
- If the salon/shop uses a laundry basket or reusable bag, it must be sanitized between uses and should never be used for clean towels/capes.
- Towels must be washed in hot water and chlorine bleach and only clean towels shall be used on clients.
- Clean towels should only be handled by someone who has cleaned their hands immediately before touching the towels or someone who has a fresh pair of gloves.
- All on-site laundry rooms or laundry storage rooms must be fully sanitized daily.

Additional items:

- If an employee or contractor tests positive for COVID-19, immediately report that to the local health authority and provide notification to employees, contractors, and clients. The notification may be made via phone call, e-mail, or text. The notification to the local health authority and to employees, contractors, and clients must occur no later than 24 hours of receiving information of a positive test result.
The following are the minimum recommended health protocols for all nail salon customers. These minimum health protocols are not a limit on the health protocols that individuals may adopt. Individuals are encouraged to adopt additional protocols consistent with their specific needs and circumstances to help protect the health and safety of all Texans.

The virus that causes COVID-19 can be spread to others by infected persons who have few or no symptoms. Even if an infected person is only mildly ill, the people they spread it to may become seriously ill or even die, especially if that person is 65 or older with pre-existing health conditions that place them at higher risk. Because of the hidden nature of this threat, everyone should rigorously follow the practices specified in these protocols, all of which facilitate a safe and measured reopening of Texas. The virus that causes COVID-19 is still circulating in our communities. We should continue to observe practices that protect everyone, including those who are most vulnerable.

Please note, public health guidance cannot anticipate every unique situation. Individuals should stay informed and take actions based on common sense and wise judgment that will protect health and support economic revitalization.

Health protocols for customers:

- Consistent with the actions taken by many individuals across the state, and because of the close proximity between individuals inside nail salons, consider wearing cloth face coverings (over the nose and mouth) except when it interferes with the service being provided. If available, individuals should consider wearing non-medical grade face masks. Wearing a mask is of utmost importance because of the close proximity between individuals in these settings.

- Maintain at least 6 feet separation from other individuals. If such distancing is not feasible, other measures such as face covering, hand hygiene, cough etiquette, cleanliness, and sanitation should be rigorously practiced.

- Self-screen before going into a nail salon for any of the following new or worsening signs or symptoms of possible COVID-19:
  - Cough
  - Shortness of breath or difficulty breathing
  - Chills
  - Repeated shaking with chills
  - Muscle pain
  - Headache
  - Sore throat
  - Loss of taste or smell
  - Diarrhea
  - Feeling feverish or a measured temperature greater than or equal to 100.0 degrees Fahrenheit
  - Known close contact with a person who is lab confirmed to have COVID-19.

- Wash or disinfect hands upon entering a nail salon and after any interaction with employees, contractors, other customers, or items in the nail salon.

- Wash or sanitize hands after the payment process.

- Individuals aged 65 or older are at a higher risk of COVID-19. To the extent possible, avoid contact within 6 feet with individuals aged 65 and older. Individuals aged 65 and older should stay at home as much as possible.
MINIMUM STANDARD HEALTH PROTOCOLS

☑ CHECKLIST FOR TANNING SALONS

Tanning salons may operate provided they can ensure at least 6 feet social distancing between operating work stations. Because of the proximity between individuals in these facilities, stringent compliance with these protocols is strongly recommended.

The following are the minimum recommended health protocols for tanning salons choosing to operate in Texas. Tanning salons may adopt additional protocols consistent with their specific needs and circumstances to help protect the health and safety of all employees, independent contractors, and customers.

The virus that causes COVID-19 can be spread to others by infected persons who have few or no symptoms. Even if an infected person is only mildly ill, the people they spread it to may become seriously ill or even die, especially if that person is 65 or older with pre-existing health conditions that place them at higher risk. Because of the hidden nature of this threat, everyone should rigorously follow the practices specified in these protocols, all of which facilitate a safe and measured reopening of Texas. The virus that causes COVID-19 is still circulating in our communities. We should continue to observe practices that protect everyone, including those who are most vulnerable.

Please note, public health guidance cannot anticipate every unique situation. Tanning salons should stay informed and take actions based on common sense and wise judgment that will protect health and support economic revitalization. Tanning salons should also be mindful of federal and state employment and disability laws, workplace safety standards, and accessibility standards to address the needs of both workers and customers.

Getting tanning salon, employees, and contractors ready to open:

☐ Notify staff of all COVID-19 processes and procedures and require them to sign a statement acknowledging they understand and will adhere to the guidelines.

☐ Screen employees and contractors before coming into the nail salon:
  ☐ Send home any employee or contractor who has any of the following new or worsening signs or symptoms of possible COVID-19:
    - Cough
    - Shortness of breath or difficulty breathing
    - Chills
    - Repeated shaking with chills
    - Muscle pain
    - Headache
    - Sore throat
    - Loss of taste or smell
    - Diarrhea
    - Feeling feverish or a measured temperature greater than or equal to 100.0 degrees Fahrenheit
    - Known close contact with a person who is lab confirmed to have COVID-19

☐ Do not allow employees or contractors with new or worsening signs or symptoms listed above to return to work until:
  - In the case of an employee or contractor who was diagnosed with COVID-19, the individual may return to work when all three of the following criteria are met: at least 3 days (72 hours) have passed since recovery (resolution of fever without the use of fever-reducing
medications); and the individual has improvement in symptoms (e.g., cough, shortness of breath); and at least 10 days have passed since symptoms first appeared; or

- In the case of an employee or contractor who has symptoms that could be COVID-19 and does not get evaluated by a medical professional or tested for COVID-19, the individual is assumed to have COVID-19, and the individual may not return to work until the individual has completed the same three-step criteria listed above; or

- If the employee or contractor has symptoms that could be COVID-19 and wants to return to work before completing the above self-isolation period, the individual must obtain a medical professional’s note clearing the individual for return based on an alternative diagnosis.

☐ Do not allow an employee or contractor with known close contact to a person who is lab-confirmed to have COVID-19 to return to work until the end of the 14 day self-quarantine period from the last date of exposure (with an exception granted for health care workers and critical infrastructure workers).

☐ Consider implementing a similar policy for clients.

☐ For temperature checks, the preferred method is a no-contact thermometer, such as a forehead thermometer, if possible.

☐ Do not use a contact thermometer on multiple persons without disposable guards or disinfection between persons.

☐ Provide resources and a work environment that promote personal hygiene. For example, provide tissues, hand soap, alcohol-based hand sanitizers containing at least 60 percent alcohol, disinfectants, and disposable towels for licensees to clean their work surfaces.

☐ Disinfectants must come from this list: https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2

☐ Provide a place to wash hands with both hot and cold water with hand soap, disposable towels, and a no-touch trash can.

**Before an appointment:**

☐ Appointments should be scheduled to limit the amount of people in the salon.

☐ Walk-in clients should wait either in their own cars or outside with at least six feet separation between individuals.

☐ Do not allow clients to bring extra people to the appointment, such as children.

☐ Only schedule the number of clients that will allow for social distancing of at least six feet from others.
A sign should be posted at the entrance to the salon with a phone number that clients should call to schedule an appointment when they arrive outside the salon.

Only bring clients into the building when the licensee is ready for them, to eliminate anyone needing to spend any time in the lobby or waiting area.

Remove all unnecessary items such as magazines from the lobby or waiting area.

Contactless payment is encouraged. Where not available, contact should be minimized.

Signs should be posted at each entrance and eye-level at stations notifying clients that people with symptoms of COVID-19 or who have recently been exposed to someone with symptoms must reschedule their appointment.

Do not provide services to a client if you have reason to believe that they are sick or have a contagious condition.

If possible, provide face coverings for clients or ask them to wear one if services can be provided with it on.

Once inside the tanning salon:

Do not let clients touch/handle retail supplies.

Require all clients to wash their hands upon entering the salon and before each treatment.

Take measures to ensure that clients do not interact with each other in the salon.

Face masks or fabric face coverings should always be worn by employers, employees, contractors, and clients while inside the salon/shop, even if individuals are practicing social distancing.

Employees should be instructed to understand that young children and persons who are unable to adjust or remove face coverings should not be regarded as suitable candidates for wearing face coverings. The decision is up to the individual or their parent, guardian or attendant.

Clients receiving services for which a mask may not be worn should wear a mask or face covering before and after they receive the service.

Providing services:

If gloves cannot be worn for a service, then hands must be washed with soap and water prior to providing services. Hands must be washed for a minimum of 20 seconds.

If at any time an employee or contractor touches their face, nose, eyes, cell phone, door, credit card machine or any surface they have not sanitized, they must immediately change their gloves or rewash hands with soap and water.

Use disposable supplies to keep from having to handle and disinfect multi-use supplies.

Use disposable towels when possible and dispose of them after use.
Continue to service clients with the cleaning and sanitation you already practice:

- If gloves are worn, they must be removed and properly disposed of immediately upon completion of the service.
- All surfaces must be wiped down and sanitized between use including computers, landline phones, etc.
- Full sanitization of workstations, chairs, etc., must occur after each client. This includes a complete wipe down with disinfectant cleaners or wipes of all surfaces touched and products used.
- Multi-use equipment and tools must be cleaned and disinfected before use on each client.
- Single-use equipment and tools must be discarded after use on a single client.
- Electrical equipment that cannot be immersed in liquid shall be wiped clean and disinfected before use on each client.
- All clean and disinfected tools and materials shall be stored in a clean, dry, debris free environment when not in use.
- Clean and disinfected tools and materials must be stored separate from soiled tools and materials. Ultraviolet electrical sanitizers are acceptable for use as a dry storage container. Non-tanning related supplies must be stored in separate drawers or locations.
- Floors shall be thoroughly cleaned each day.
- All trash containers must be emptied daily and kept clean by washing or using plastic liners.
- Non-disposable towels used during services must be immediately removed and placed in a disposable laundry receptacle (such as a bag that is discarded after use) at the conclusion of the service.
- If the salon uses a laundry basket or reusable bag, it must be sanitized between uses and should never be used for clean towels.
- Towels must be washed in hot water and chlorine bleach and only clean towels shall be used on clients.
- Clean towels should only be handled by someone who has cleaned their hands immediately before touching the towels or someone who has a fresh pair of gloves.
- All on-site laundry rooms or laundry storage rooms must be fully sanitized daily.

Additional items:

- If an employee or contractor tests positive for COVID-19, immediately report that to the local health authority and provide notification to employees, contractors, and clients. The notification may be made via phone call, e-mail, or text. The notification to the local health authority and to employees, contractors, and clients must occur no later than 24 hours of receiving information of a positive test result.
The following are the minimum recommended health protocols for all tanning salon customers. These minimum health protocols are not a limit on the health protocols that individuals may adopt. Individuals are encouraged to adopt additional protocols consistent with their specific needs and circumstances to help protect the health and safety of all Texans.

The virus that causes COVID-19 can be spread to others by infected persons who have few or no symptoms. Even if an infected person is only mildly ill, the people they spread it to may become seriously ill or even die, especially if that person is 65 or older with pre-existing health conditions that place them at higher risk. Because of the hidden nature of this threat, everyone should rigorously follow the practices specified in these protocols, all of which facilitate a safe and measured reopening of Texas. The virus that causes COVID-19 is still circulating in our communities. We should continue to observe practices that protect everyone, including those who are most vulnerable.

Please note, public health guidance cannot anticipate every unique situation. Individuals should stay informed and take actions based on common sense and wise judgment that will protect health and support economic revitalization.

Health protocols for customers:

- Consistent with the actions taken by many individuals across the state, and because of the close proximity between individuals inside tanning salons, consider wearing cloth face coverings (over the nose and mouth) except when it interferes with the service being provided. If available, individuals should consider wearing non-medical grade face masks. Wearing a mask is of utmost importance because of the close proximity between individuals in these settings.

- Maintain at least 6 feet of separation from other individuals. If such distancing is not feasible, other measures such as face covering, hand hygiene, cough etiquette, cleanliness, and sanitation should be rigorously practiced.

- Self-screen before going into a tanning salon for any of the following new or worsening signs or symptoms of possible COVID-19:
  - Cough
  - Shortness of breath or difficulty breathing
  - Chills
  - Repeated shaking with chills
  - Muscle pain
  - Headache
  - Sore throat
  - Loss of taste or smell
  - Diarrhea
  - Feeling feverish or a measured temperature greater than or equal to 100.0 degrees Fahrenheit
  - Known close contact with a person who is lab confirmed to have COVID-19

- Wash or disinfect hands upon entering a tanning salon and after any interaction with employees, contractors, other customers, or items in the tanning salon.

- Wash or sanitize hands after the payment process.

- Individuals aged 65 or older are at a higher risk of COVID-19. To the extent possible, avoid contact within 6 feet with individuals aged 65 and older. Individuals aged 65 and older should stay at home as much as possible.
Gyms and exercise facilities and classes may operate up to 50% of the total listed occupancy of the gym or exercise facility. Employees and contractors of the gym or exercise facility are not counted towards the occupancy limitation. The following are the minimum recommended health protocols for all gyms and exercise facilities and classes, whether indoor, outdoor, individual, or group, choosing to operate in Texas. Gyms and exercise facilities and classes may adopt additional protocols consistent with their specific needs and circumstances to help protect the health and safety of all employees, contractors, and customers.

The virus that causes COVID-19 can be spread to others by infected persons who have few or no symptoms. Even if an infected person is only mildly ill, the people they spread it to may become seriously ill or even die, especially if that person is 65 or older with pre-existing health conditions that place them at higher risk. Because of the hidden nature of this threat, everyone should rigorously follow the practices specified in these protocols, all of which facilitate a safe and measured reopening of Texas. The virus that causes COVID-19 is still circulating in our communities. We should continue to observe practices that protect everyone, including those who are most vulnerable.

Please note, public health guidance cannot anticipate every unique situation. Gym and exercise facilities and classes should stay informed and take actions based on common sense and wise judgment that will protect health and support economic revitalization. Gyms and exercise facilities and classes should also be mindful of federal and state employment and disability laws, workplace safety standards, and accessibility standards to address the needs of both workers and customers.

Health protocols for your employees and contractors:

- Train all employees and contractors on appropriate cleaning and disinfection, hand hygiene, and respiratory etiquette.

- Screen employees and contractors before coming into the gym or exercise facility or class:
  - Send home any employee or contractor who has any of the following new or worsening signs or symptoms of possible COVID-19:
    - Cough
    - Shortness of breath or difficulty breathing
    - Chills
    - Repeated shaking with chills
    - Muscle pain
    - Headache
    - Sore throat
    - Loss of taste or smell
    - Diarrhea
    - Feeling feverish or a measured temperature greater than or equal to 100.0 degrees Fahrenheit
    - Known close contact with a person who is lab confirmed to have COVID-19

- Do not allow employees or contractors with new or worsening signs or symptoms listed above to return to work until:
  - In the case of an employee or contractor who was diagnosed with COVID-19, the individual may return to work when all three of the following criteria are met: at least 3 days (72 hours) have passed since recovery (resolution of fever without the use of fever-reducing medications); and the individual has improvement in symptoms (e.g., cough, shortness of breath); and at least 10 days have passed since symptoms first appeared; or
In the case of an employee or contractor who has symptoms that could be COVID-19 and does not get evaluated by a medical professional or tested for COVID-19, the individual is assumed to have COVID-19, and the individual may not return to work until the individual has completed the same three-step criteria listed above; or

- If the employee or contractor has symptoms that could be COVID-19 and wants to return to work before completing the above self-isolation period, the individual must obtain a medical professional’s note clearing the individual for return based on an alternative diagnosis.

- Do not allow an employee or contractor with known close contact to a person who is lab-confirmed to have COVID-19 to return to work until the end of the 14 day self-quarantine period from the last date of exposure (with an exception granted for healthcare workers and critical infrastructure workers).

- Have employees and contractors wash or sanitize their hands upon entering the gym or exercise facility.

- Have employees and contractors maintain at least 6 feet of separation from other individuals. If such distancing is not feasible, other measures such as face covering, hand hygiene, cough etiquette, cleanliness, and sanitation should be rigorously practiced.

- If a gym or exercise facility or class provides a meal for employees and/or contractors, the gym or exercise facility is recommended to have the meal individually packed for each individual.

- Consistent with the actions taken by many employers across the state, consider having all employees and contractors wear cloth face coverings (over the nose and mouth). If available, employees should consider wearing non-medical grade face masks.

**Health protocols for your facilities:**

- Space workout equipment to provide for at least 6 feet of separation between patrons.

- Regularly and frequently clean and disinfect any regularly touched surfaces, such as doorknobs, tables, chairs, restrooms, and shower and locker room facilities. Ensure spacing in showers and locker room facilities by, for example, closing off certain lockers and/or showers.

- Disinfect any items that come into contact with customers.

- **Provide equipment cleaning products throughout the gym or exercise facility or class for use on equipment, including dead weights.**

- Make hand sanitizer, disinfecting wipes, soap and water, or similar disinfectant readily available to employees, contractors, and customers.

- Consider placing [readily visible signage](#) at the gym or exercise facility or class to remind everyone of best hygiene practices.

- For facilities with more than 10 employees and/or contractors present at one time, consider having an individual wholly or partially dedicated to ensuring the health protocols adopted by the facility are being successfully implemented and followed.
The following are the minimum recommended health protocols for all patrons of gyms or other exercise facilities and classes, whether indoor, outdoor, individual, or group, in Texas. These minimum health protocols are not a limit on the health protocols that individuals may adopt. Individuals are encouraged to adopt additional protocols consistent with their specific needs and circumstances to help protect the health and safety of all Texans.

The virus that causes COVID-19 can be spread to others by infected persons who have few or no symptoms. Even if an infected person is only mildly ill, the people they spread it to may become seriously ill or even die, especially if that person is 65 or older with pre-existing health conditions that place them at higher risk. Because of the hidden nature of this threat, everyone should rigorously follow the practices specified in these protocols, all of which facilitate a safe and measured reopening of Texas. The virus that causes COVID-19 is still circulating in our communities. We should continue to observe practices that protect everyone, including those who are most vulnerable.

Please note, public health guidance cannot anticipate every unique situation. Individuals should stay informed and take actions based on common sense and wise judgment that will protect health and support economic revitalization.

Health protocols for individuals:

- Individuals should avoid being in a group larger than 10 individuals. Within these groups, individuals should, to the extent possible, minimize in-person contact with others not in the individual’s household. Minimizing in-person contact includes maintaining 6 feet of separation from individuals. When maintaining 6 feet of separation is not feasible, other methods should be utilized to slow the spread of COVID-19, such as wearing a face covering or mask, washing or sanitizing hand frequently, and avoiding sharing utensils or other common objects.

- Self-screen before going into a gym or exercise facility or class for any of the following new or worsening signs or symptoms of possible COVID-19:
  - Cough
  - Shortness of breath or difficulty breathing
  - Chills
  - Repeated shaking with chills
  - Muscle pain
  - Headache
  - Sore throat
  - Loss of taste or smell
  - Diarrhea
  - Feeling feverish or a measured temperature greater than or equal to 100.0 degrees Fahrenheit
  - Known close contact with a person who is lab confirmed to have COVID-19

- Disinfect any equipment before and after use, including exercise machines and dead weights.
- Wash or disinfect hands upon entering a gym or exercise facility or class and after any interaction with employees, other customers, or items in the gym or exercise facility.
- **Wear gloves that fully cover from the wrist to the fingers while exercising.**
- To the extent a patron brings their own equipment to the gym or exercise facility, the patron should disinfect the equipment before and after use.
- Consistent with the actions taken by many individuals across the state, consider wearing cloth face coverings (over the nose and mouth) when entering a gym or exercise facility or class, or when within 6 feet of another person who is not a member of the individual’s household. If available, individuals should consider wearing non-medical grade face masks.
- Individuals aged 65 or older are at a higher risk of COVID-19. To the extent possible, avoid contact within 6 feet with individuals aged 65 and older. Individuals aged 65 and older should stay at home as much as possible.
MINIMUM STANDARD HEALTH PROTOCOLS

☑ CHECKLIST FOR MASSAGE AND OTHER PERSONAL-CARE AND BEAUTY SERVICES

Businesses operating as massage establishments or providers of personal-care and beauty services not previously authorized to operate during the declared emergency may operate provided they can ensure at least 6 feet social distancing between operating work stations. Such businesses include but are not limited to massage establishments, other massage services by licensed massage therapists or other licensed persons, electrolysis, waxing, tattoo studios, piercing studios, and hair loss treatment and growth services. Because of the proximity between individuals in these facilities, stringent compliance with these protocols is strongly recommended.

The following are the minimum recommended health protocols for massage and other personal-care and beauty service providers choosing to operate in Texas. These operators may adopt additional protocols consistent with their specific needs and circumstances to help protect the health and safety of all employees, independent contractors, and customers.

The virus that causes COVID-19 can be spread to others by infected persons who have few or no symptoms. Even if an infected person is only mildly ill, the people they spread it to may become seriously ill or even die, especially if that person is 65 or older with pre-existing health conditions that place them at higher risk. Because of the hidden nature of this threat, everyone should rigorously follow the practices specified in these protocols, all of which facilitate a safe and measured reopening of Texas. The virus that causes COVID-19 is still circulating in our communities. We should continue to observe practices that protect everyone, including those who are most vulnerable.

Please note, public health guidance cannot anticipate every unique situation. Massage and other personal-care and beauty service providers should stay informed and take actions based on common sense and wise judgment that will protect health and support economic revitalization. These providers should also be mindful of federal and state employment and disability laws, workplace safety standards, and accessibility standards to address the needs of both workers and customers.

Getting ready to open:

☐ Notify employees and contractors of all COVID-19 processes and procedures and require them to sign a statement acknowledging they understand and will adhere to the guidelines.

☐ Screen employees and contractors before coming into the establishment:

☐ Send home any employee or contractor who has any of the following new or worsening signs or symptoms of possible COVID-19:

- Cough
- Shortness of breath or difficulty breathing
- Chills
- Repeated shaking with chills
- Muscle pain
- Headache
- Sore throat
- Loss of taste or smell
- Diarrhea
- Feeling feverish or a measured temperature greater than or equal to 100.0 degrees Fahrenheit
- Known close contact with a person who is lab confirmed to have COVID-19
Do not allow employees or contractors with new or worsening signs or symptoms listed above to return to work until:
- In the case of an employee or contractor who was diagnosed with COVID-19, the individual may return to work when all three of the following criteria are met: at least 3 days (72 hours) have passed since recovery (resolution of fever without the use of fever-reducing medications); and the individual has improvement in symptoms (e.g., cough, shortness of breath); and at least 10 days have passed since symptoms first appeared; or
- In the case of an employee or contractor who has symptoms that could be COVID-19 and does not get evaluated by a medical professional or tested for COVID-19, the individual is assumed to have COVID-19, and the individual may not return to work until the individual has completed the same three-step criteria listed above; or
- If the employee or contractor has symptoms that could be COVID-19 and wants to return to work before completing the above self-isolation period, the individual must obtain a medical professional’s note clearing the individual for return based on an alternative diagnosis.

Do not allow an employee or contractor with known close contact to a person who is lab-confirmed to have COVID-19 to return to work until the end of the 14 day self-quarantine period from the last date of exposure (with an exception granted for health care workers and critical infrastructure workers).

Consider implementing a screening policy for clients before they receive services.
- For temperature checks, the preferred method is a no-contact thermometer, such as a forehead thermometer, if possible.
- Do not use a contact thermometer on multiple persons without disposable guards or disinfection between persons.

Provide resources and a work environment that promote personal hygiene. For example, provide tissues, hand soap, alcohol-based hand sanitizers containing at least 60 percent alcohol, disinfectants, and disposable towels for licensees to clean their work surfaces.

Disinfectants must come from this list: https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2

Provide a place to wash hands with both hot and cold water with hand soap, disposable towels, and a no-touch trash can.

Before an appointment:
- Schedule appointments to limit the amount of people in the establishment.
- Walk-in clients should wait either in their own cars or outside with at least 6 feet of separation between individuals.
MASSAGE AND OTHER PERSONAL-CARE SERVICES: Page 3 of 4

Clients should not bring extra people to the appointment, such as children.

Only schedule the number of clients that will allow for social distancing of at least 6 feet from others.

Consider posting a sign at the entrance to the establishment with a phone number that walk-in clients should call to schedule an appointment when they arrive.

Only bring clients into the establishment when the provider is ready for them, to eliminate anyone needing to spend any time in the lobby or waiting area.

Remove all unnecessary items such as magazines from the lobby or waiting area.

Contactless payment is encouraged. Where not available, contact should be minimized.

Signs should be posted at each entrance and at eye-level at stations notifying clients that people with symptoms of COVID-19 or who have recently been exposed to someone with symptoms must reschedule their appointment.

Do not provide services to a client if you have reason to believe that they are sick or have a contagious condition.

If possible, provide face coverings for clients.

Once inside the establishment:

Do not let clients touch/handle retail supplies.

All clients should wash their hands upon entering the establishment and before each treatment.

Take measures to ensure that clients do not physically interact with each other in the establishment.

Face masks or fabric face coverings should always be worn by employers, employees, contractors, and clients while inside the establishment, even if individuals are practicing social distancing.

Clients receiving services that cannot be provided while a mask is worn should wear a mask or face covering before and after such times as the service cannot be provided while a mask is worn.

Providing services:

Providers should wash their hands with soap and water for at least 20 seconds prior to providing services, if gloves are not worn while providing services.

Employees and contractors should change gloves or rewash hands with soap and water after touching their face, nose, eyes, cell phone, door, credit card machine or any surface they have not sanitized.

Use disposable supplies to keep from having to handle and disinfect multi-use supplies.

Use disposable towels when possible and dispose of them after use.
MASSAGE AND OTHER PERSONAL-CARE SERVICES: Page 4 of 4

**Continue to service clients with the cleaning and sanitation you already practice:**

- Remove and properly dispose of gloves immediately upon completion of the service, if gloves are worn.
- Wipe down and sanitize all surfaces between use including computers, landline phones, etc.
- Fully sanitize workstations, chairs, etc., after each client. This includes a complete wipe down with disinfectant cleaners or wipes of all surfaces touched and products used.
- Clean and disinfect multi-use equipment and tools before use on each client.
- Discard single-use equipment and tools after use on a single client.
- Wipe clean and disinfect electrical equipment that cannot be immersed in liquid before use on each client.
- Store all cleaned and disinfected tools and materials in a clean, dry, debris-free environment when not in use.
- Store cleaned and disinfected tools and materials separate from soiled tools and materials. Ultraviolet electrical sanitizers are acceptable for use as a dry storage container.
- Thoroughly clean floors each day.
- Empty all trash containers daily, and wash the containers or use plastic liners.
- Immediately remove non-disposable towels used during services placed the towels in a disposable laundry receptacle (such as a bag that is discarded after use) at the conclusion of the service.
- Sanitize laundry baskets or reusable bags between uses, and do not use the laundry basket or reusable bag for clean towels.
- Wash towels in hot water and chlorine bleach, and only use clean towels on clients.
- Clean towels should only be handled by someone who has cleaned their hands immediately before touching the towels or someone who has a fresh pair of gloves.
- Fully sanitize all on-site laundry rooms or laundry storage rooms daily.

**Additional items:**

- If an employee or contractor tests positive for COVID-19, immediately report that to the local health authority and provide notification to employees, contractors, and clients. The notification may be made via phone call, e-mail, or text. The notification to the local health authority and to employees, contractors, and clients should occur no later than 24 hours of receiving information of a positive test result.
The following are the minimum recommended health protocols for all customers receiving massages or personal-care and beauty services not otherwise authorized, including but not limiting to electrolysis, waxing, tattoos, piercings, and hair loss treatment and growth services. These minimum health protocols are not a limit on the health protocols that individuals may adopt. Individuals are encouraged to adopt additional protocols consistent with their specific needs and circumstances to help protect the health and safety of all Texans.

The virus that causes COVID-19 can be spread to others by infected persons who have few or no symptoms. Even if an infected person is only mildly ill, the people they spread it to may become seriously ill or even die, especially if that person is 65 or older with pre-existing health conditions that place them at higher risk. Because of the hidden nature of this threat, everyone should rigorously follow the practices specified in these protocols, all of which facilitate a safe and measured reopening of Texas. The virus that causes COVID-19 is still circulating in our communities. We should continue to observe practices that protect everyone, including those who are most vulnerable.

Please note, public health guidance cannot anticipate every unique situation. Individuals should stay informed and take actions based on common sense and wise judgment that will protect health and support economic revitalization.

**Health protocols for customers:**

- Consistent with the actions taken by many individuals across the state, and because of the close proximity between individuals in these establishments, consider wearing cloth face coverings (over the nose and mouth) except when it interferes with the service being provided. If available, individuals should consider wearing non-medical grade face masks. Wearing a mask is of utmost importance because of the close proximity between individuals in these settings.

- Maintain at least 6 feet of separation from other individuals. If such distancing is not feasible, other measures such as face covering, hand hygiene, cough etiquette, cleanliness, and sanitation should be rigorously practiced.

- Self-screen before going into a close personal services establishment for any of the following new or worsening signs or symptoms of possible COVID-19:
  - Cough
  - Shortness of breath or difficulty breathing
  - Chills
  - Repeated shaking with chills
  - Muscle pain
  - Headache
  - Sore throat
  - Loss of taste or smell
  - Diarrhea
  - Feeling feverish or a measured temperature greater than or equal to 100.0 degrees Fahrenheit
  - Known close contact with a person who is lab confirmed to have COVID-19

- Wash or disinfect hands upon entering a close personal service establishment and after any interaction with employees, contractors, other customers, or items in the establishment.

- Wash or sanitize hands after the payment process.

- **Individuals aged 65 or older are at a higher risk of COVID-19. To the extent possible, avoid contact within 6 feet with individuals aged 65 and older. Individuals aged 65 and older should stay at home as much as possible.**

- Carry and use hand sanitizer regularly inside the facility to disinfect hands, especially after interaction with individuals outside the household.
For purposes of this checklist, “child care center” refers to both regulated child care centers, temporary licensed child care centers, home providers, and youth development organizations.

The virus that causes COVID-19 can infect people of all ages. While the risk of serious illness or loss of life is greatest in those 65 years of age and older, persons in every age group can get COVID-19 and some will have a severe illness.

We should all be thankful that, with rare exceptions, COVID-19 is not claiming the lives of our children. However, we can never forget that a child with a mild or even asymptomatic case of COVID-19 can spread that infection to others who may be far more vulnerable.

COVID-19 is spread from person to person through contact that is close enough to share droplets generated by coughing, sneezing, speaking and even just breathing. COVID-19 can also be spread by touching objects where contaminated droplets have landed. Because of this easy manner of transmission, an infant, child or young person who is infected with COVID-19 can spread the infection to others they come in close contact with, such as members of their household, teachers, or other caregivers. We have learned that infected persons with mild or even no symptoms can spread COVID-19.

These facts are vitally important when considering the reopening of schools, daycares, youth camps and other places that provide care and education for our children.

One thing is for certain: education and childcare are essential and we must find reasonably safe ways to restore these services so that our children can be cared for, educated and their parents and guardians can return to work. We must find ways to protect our children from COVID-19 and ensure that they do not bring the infection to others, such as other household members, who may be at high risk for severe infection or even loss of life.

For adults in the workplace or other public spaces, we are confident that if certain measures such as cloth face coverings or non-medical grade masks, respiratory etiquette, frequent hand washing / hand sanitation and environmental cleaning and sanitizing are widely observed, we can then proceed with reopening Texas in a safe and measured way.

However, some of the protective measures that we can expect from adults, such as wearing cloth face coverings and maintaining distance from one another, are, for a variety of reasons, simply not possible for infants, children and youth to practice in schools, daycares and youth camps. In some cases, the child will be too young to understand and practice these precautions. We cannot, for example, expect a group of toddlers or schoolchildren not to engage in interactive play or share toys, for example.

All of these factors mean that while certain precautions against the spread of COVID-19 can and will be applied to schools, daycares and youth camps, the infection control measures that can be put in place in these settings will differ somewhat from those that are suitable for other social, business and commercial settings.

Therefore, every child care provider who is responsible for providing care or education for infants, children and youth in these settings must be aware of these facts and be willing to comply with the infection control measures that will be in place in these settings. Parents or guardians should monitor the health of their child and not send them to the program if they are displaying any symptom of COVID. Parents or guardians should seek COVID testing promptly and report results to the program given the implications for other children, families, and staff. Individuals aged 65 or older are at a higher risk of COVID-19. Parents or guardians should protect any vulnerable persons who are members of the same household or come into frequent, close contact with infants, children and youth who attend daycare.
About minimum health protocols:

The following are the minimum recommended health protocols for all child care centers choosing to operate in Texas. Child care centers may adopt additional protocols consistent with their specific needs and circumstances to help protect the health and safety of all employees and children.

The virus that causes COVID-19 can be spread to others by infected persons who have few or no symptoms. Even if an infected person is only mildly ill, the people they spread it to may become seriously ill or even die, especially if that person is 65 or older with pre-existing health conditions that place them at higher risk. Because of the hidden nature of this threat, everyone should rigorously follow the practices specified in these protocols, all of which facilitate a safe and measured reopening of Texas. The virus that causes COVID-19 is still circulating in our communities. We should continue to observe practices that protect everyone, including those who are most vulnerable.

Please note, public health guidance cannot anticipate every unique situation. Child care centers should stay informed and take additional actions based on common sense and wise judgment that will protect health and support economic revitalization. Child care centers should also be mindful of federal and state employment and disability laws, workplace safety standards, and accessibility standards to address the needs of both workers and customers. Federal and state regulations regarding child care centers should be followed.

Federal and state health protocols for serving children in child care:


- Based on above CDC guidance, create plans for each child care facility around the following prevention measures:
  - Implement [social distancing strategies](#).
  - Intensify [cleaning and disinfection efforts](#).
  - Modify [drop-off and pick-up procedures](#).
  - Implement [screening procedures upon arrival](#).

- Operate the child care in accordance with applicable state rules, including Health and Human Services Commission (HHSC) emergency rules applicable to the type of license the child care center holds.
  - Temporarily licensed child care centers can find their rules [here](#).
  - Regulated child care centers can find their rules [here](#).

- Ensure that all child care providers have taken required health and safety training related to COVID-19 through the Texas A&M AgriLife extension. The following training is required:
  - Providing High Quality Experiences during COVID-19 for Emergency Child Care Settings
  - Special Considerations for Infection Control during COVID-19
Vulnerable/high risk groups:

Based on currently available information and clinical expertise, people 65 or older might be at higher risk for severe illness from COVID-19. To protect those at higher risk, it is important that everyone practices healthy hygiene behaviors.

If you have staff members or teachers age 65 or older, encourage them to talk to their healthcare provider to assess their risk and to determine if they should stay home.

Information about COVID-19 in children is somewhat limited, but the information that is available suggests that many children have mild symptoms. However, a small percentage of children have been reported to have severe illness. Please consult with your health care provider on what is appropriate for your child.

Preventative health measures for child care centers:

Child care providers must follow all applicable state statutes and HHSC Child Care Licensing rules. The following checklist is intended to provide a selection of important health and safety items. It is not intended to be an exhaustive list. Providers who need help understanding applicable rules and procedures should reach out to their contact at Child Care Licensing for further assistance.

Plan ahead to ensure adequate supplies to support hand hygiene behaviors and routine cleaning of objects and surfaces. If you have difficulty in obtaining these supplies, please contact your Child Care Licensing representative.

☐ Consistent with the actions taken by many businesses across the state, consider having all employees wear cloth face coverings (over the nose and mouth). If available, employees should consider wearing non-medical grade face masks.

☐ Require sick children and staff to stay home.
  ☐ Communicate to parents the importance of keeping children home when they are sick.
  ☐ Communicate to staff the importance of being vigilant for symptoms and staying in touch with center management if or when they start to feel sick.
  ☐ Establish procedures to ensure children and staff who come to the child care center sick or become sick while at your facility are sent home as soon as possible.
  ☐ Keep sick children and staff separate from well children and staff until they can be sent home.
  ☐ Sick staff members should not return to work until they have met the criteria to discontinue home isolation.
  ☐ Consider ways to provide this guidance to your child care center families.

☐ Have a plan if someone is or becomes sick.
  ☐ Plan to have an isolation room that can be used to isolate a sick child.
  ☐ Be ready to follow CDC guidance on how to disinfect your building or center if someone is sick.
  ☐ If a sick child has been isolated in your facility, clean and disinfect surfaces in your isolation room or area after the sick child has gone home.
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☐ If COVID-19 is confirmed in a child or staff member:
  ☐ Contact your local health authority to report the presence of COVID-19 in your facility. Your local health authority will advise you on re-opening procedures.
  ☐ Contact Child Care Licensing to report the presence of COVID-19 in your facility.
  ☐ Close off areas used by the person who is sick.
  ☐ Open outside doors and windows to increase air circulation in the areas.
  ☐ Wait up to 24 hours or as long as possible before you clean or disinfect to allow respiratory droplets to settle before cleaning and disinfecting.
  ☐ Clean and disinfect all areas used by the person who is sick, such as offices, bathrooms, and common areas.
  ☐ If more than 7 days have passed since the person who is sick visited or used the facility, additional cleaning and disinfection is not necessary.
  ☐ Continue routine cleaning and disinfection.

☐ Monitor and plan for absenteeism among your staff.
  ☐ Develop plans to cover classes in the event of increased staff absences. Coordinate with other local child care programs and reach out to substitutes to determine their anticipated availability if regular staff members need to stay home if they or their family members are sick.
  ☐ Recommend that individuals at higher risk for severe illness from COVID-19 consult with their medical provider to assess their risk and to determine if they should stay home if there is an outbreak in their community.

☐ Review plans for implementing social distancing strategies.
  ☐ Social distancing focuses on remaining out of congregate settings, avoiding mass gatherings, and maintaining distance from others when possible. Detailed guidance for implementing social distancing strategies in child care centers and schools is found here.

☐ Assess group gatherings and events.
  ☐ Events and group activities are strongly discouraged in child care centers. If for some reason an event must occur, child care centers should follow current CDC guidance about gatherings and events.
  ☐ Avoid scheduling events that require your children to bring items from home (e.g. show and tells).

☐ Limit access to your center.
  ☐ Prohibit any but the following individuals from accessing your facility:
    - Operation staff;
    - Persons with legal authority to enter, including law enforcement officers, Texas Rising Star staff, Licensing staff, and Department of Family and Protective Services staff;
    - Professionals providing services to children;
    - Children enrolled at the operation; and
    - Parents who have children enrolled and present at the operation. Parents should only enter the child care center when necessary.
  ☐ Limit the use of parent or other volunteers in your facilities to an absolute minimum.
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Social distancing strategies:

Use preparedness strategies and consider the following social distancing strategies:

- Have employees maintain at least 6 feet of separation from other individuals. If such distancing is not feasible, other measures such as face covering, hand hygiene, cough etiquette, cleanliness, and sanitation should be rigorously practiced.
- If possible, child care classes should include the same group each day, and the same child care providers should remain with the same group each day.
- Cancel or postpone special events such as festivals, holiday events, and special performances.
- Consider whether to alter or halt daily group activities that may promote transmission.
- Keep each group of children in a separate room to the extent possible.
- Limit the mixing of children, such as staggering playground times and keeping groups separate for special activities such as art, music, and exercising.
- Outdoor areas, like playgrounds in schools and parks generally require normal routine cleaning, but do not require disinfection.
  - Do not spray disinfectant on outdoor playgrounds- it is not an efficient use of supplies and is not proven to reduce risk of COVID-19 to the public.
  - High touch surfaces made of plastic or metal, such as grab bars and railings should be cleaned routinely.
  - Cleaning and disinfection of wooden surfaces (play structures, benches, tables) or groundcovers (mulch, sand) is not recommended.
- If possible, at nap time, ensure that children’s naptime mats (or cribs) are spaced out as much as possible, ideally 6 feet apart. Consider placing children head to toe in order to further reduce the potential for viral spread. Be sure and disinfect mats before and after each use.
- If possible, arrange for administrative staff to telework from their homes.
- Minimize time standing in lines, keeping children at safe distances apart from each other. Six feet of separation between children is preferred.
- Limit the use of water tables and sensory tables, and have children wash or sanitize their hands immediately after using these play stations.
- Increase the distance between children during table work.
- Incorporate more outside activities, where feasible.

Class size and ratio requirements:

The following pages lay out the new child care ratios that opened child care providers should follow. These ratios are intended to support the state’s policy of social distancing, while also supporting providers and ensuring they are able to continue their business.
## Modified Child Care Ratios

<table>
<thead>
<tr>
<th>If the specified age of the children in the group is...</th>
<th>Modified Size for One Caregiver</th>
<th>Modified Group Sizes for Two Caregivers in the Same Room*</th>
<th>Square Footage Requirement</th>
</tr>
</thead>
<tbody>
<tr>
<td>0 – 11 months</td>
<td>No modification in size (Existing standard is 4).</td>
<td>Modified to 8, but children should be put into two groups and separated with one caregiver per group (Existing standard is 10).</td>
<td>30 square feet space per child (existing standard, indoor) 80 square feet space per child (existing standard, outdoor)</td>
</tr>
<tr>
<td>12 – 17 months</td>
<td>No modification in size (Existing standard is 5).</td>
<td>Modified to 10, but children should be put into two groups and separated with one caregiver per group (Existing standard is 13).</td>
<td>30 square feet space per child (existing standard, indoor) 80 square feet space per child (existing standard, outdoor)</td>
</tr>
<tr>
<td>18 – 23 months</td>
<td>Modified to 7 (Existing standard is 9).</td>
<td>Modified to 14, but children should be put into two groups and separated with one caregiver per group (Existing standard is 18).</td>
<td>30 square feet space per child (existing standard, indoor) 80 square feet space per child (existing standard, outdoor)</td>
</tr>
<tr>
<td>2 years</td>
<td>Modified to 8 (Existing standard is 11).</td>
<td>Modified to 16, but children should be put into two groups and separated with one caregiver per group (Existing standard is 22).</td>
<td>30 square feet space per child (existing standard, indoor) 80 square feet space per child (existing standard, outdoor)</td>
</tr>
<tr>
<td>3 years**</td>
<td>Modified to 10 (Existing standard is 15).</td>
<td>Size limit modified to 20 (Existing standard is 30). Note: these children will not be able to remain in two separate groups.</td>
<td>30 square feet space per child (existing standard, indoor) 80 square feet space per child (existing standard, outdoor)</td>
</tr>
<tr>
<td>4 years**</td>
<td>Modified to 10 (Existing standard is 18).</td>
<td>Size limit modified to 20 (Existing standard is 35). Note: these children will not be able to remain in two separate groups.</td>
<td>30 square feet space per child (existing standard, indoor) 80 square feet space per child (existing standard, outdoor)</td>
</tr>
<tr>
<td>5 years**</td>
<td>Modified to 10 (Existing standard is 22).</td>
<td>Size limit modified to 20, but children should be put into two groups and separated with one caregiver per group (Existing standard is 35).</td>
<td>45 square feet space per child (Indoor) 120 square feet per child (Outdoor)</td>
</tr>
<tr>
<td>6 – 8 years**</td>
<td>Modified to 10 (Existing standard is 26).</td>
<td>Size limit modified to 20, but children should be put into two groups and separated with one caregiver per group (Existing standard is 35).</td>
<td>45 square feet space per child (Indoor) 120 square feet per child (Outdoor)</td>
</tr>
<tr>
<td>9 – 13 years**</td>
<td>Modified to 10 (Existing standard is 26).</td>
<td>Size limit modified to 20, but children should be put into two groups and separated with one caregiver per group (Existing standard is 35).</td>
<td>45 square feet space per child (Indoor) 120 square feet per child (Outdoor)</td>
</tr>
</tbody>
</table>
**Parent drop-off and pick-up:**

- The pick-up and drop-off of children should be completed outside of the operation, unless the operation determines that there is a legitimate need for the parent to enter. Should the parent have a legitimate need to enter the operation, the parent must be screened by the operation as outlined in this document.

  - NOTE: For families participating in the subsidized child care program, efforts should be made to allow them to check in via the state’s card swipe system. Consider moving the card swipe station outdoors in the morning or swiping the parent’s card for them. Sanitize card swipe stations after use.

- Consider staggering arrival and drop off times and have child care providers go outside the facility to pick up the children as caretakers arrive. A plan for curbside drop-off and pick-up should limit direct contact between parents and staff members and adhere to social distancing recommendations.

- Hand hygiene stations should be set up at the entrance of the facility, so that children can clean their hands before they enter. If a sink with soap and water is not available, provide hand sanitizer with at least 60% alcohol next to parent sign-in sheets. Keep hand sanitizer out of children’s reach and supervise use. If possible, place sign-in stations outside, and provide sanitary wipes for cleaning pens between each use.

- Designate a parent to be the drop-off/pick-up volunteer to walk all children to their classroom, and at the end of the day, walk all children back to their cars. These volunteers should wear a mask. To the extent possible, they should also keep 6 feet of distance between themselves and the caregiver, and other volunteers.

- Infants can be transported in their car seats. Store car seats out of children’s reach.

- If possible, older people such as grandparents should not pick up children, because they are more at risk for severe illness from COVID-19.
Screening:

- The following individuals **must** be screened every day before entering the facility:
  - Operations staff;
  - Persons with legal authority to enter, including law enforcement officers, Texas Rising Star staff, Licensing staff, and Department of Family and Protective Services staff;
  - Professionals providing services to children;
  - Children enrolled at the operation; and
  - Parents who have children enrolled and present at the operation. Parents should only enter the child care center when necessary.

- There are several methods that facilities can use to protect their workers while conducting temperature screenings. The most protective methods incorporate social distancing (maintaining a distance of 6 feet from others) or physical barriers to eliminate or minimize exposures due to close contact to a child who has symptoms during screening. For various examples on screening practices, see CDC guidance on screening at [https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/guidance-for-childcare.html](https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/guidance-for-childcare.html)

- Screen those entering the facility prior to entering the child care center:
  - Send home any employee or child who has any of the following new or worsening signs or symptoms of possible COVID-19:
    - Cough
    - Shortness of breath or difficulty breathing
    - Chills
    - Repeated shaking with chills
    - Muscle pain
    - Headache
    - Sore throat
    - Loss of taste or smell
    - Diarrhea
    - Feeling feverish or a measured temperature greater than or equal to 100.0 degrees Fahrenheit
    - Known close contact with a person who is lab-confirmed to have COVID-19

- Do not allow employees or children with the new or worsening signs or symptoms listed above to return to work until:
  - In the case of an employee who was diagnosed with COVID-19, the individual may return to work when all three of the following criteria are met: at least 3 days (72 hours) have passed since recovery (resolution of fever without the use of fever-reducing medications); and the individual has improvement in respiratory symptoms (e.g., cough, shortness of breath); and at least 10 days have passed since symptoms first appeared; or
  - In the case of an employee who has symptoms that could be COVID-19 and does not get evaluated by a medical professional or tested for COVID-19, the individual is assumed to
have COVID-19, and the individual may not return to work until the individual has completed the same three-step criteria listed above; or
- If the employee has symptoms that could be COVID-19 and wants to return to work before completing the above self-isolation period, the individual must obtain a medical professional’s note clearing the individual for return based on an alternative diagnosis.

☐ Do not allow an employee or child with known close contact to a person who is lab-confirmed to have COVID-19 to return to work until the end of the 14 day self-quarantine period from the last date of exposure (with an exception granted for health care workers and critical infrastructure workers).

☐ Child care programs are encouraged to implement sick leave policies that permit staff who are symptomatic, particularly high-risk individuals, to stay at home.

☐ If staff members believe they have had close contact to someone with COVID-19 but are not currently sick, they should monitor their health for the above symptoms during the 14 days after the last day they were in close contact with the individual with COVID-19.

☐ If a parent believes that they or the child has had close contact to someone with COVID-19 but are not currently sick, they should monitor their health for the above symptoms during the 14 days after the last day they were in close contact with the individual with COVID-19.

Enhanced cleaning and disinfecting measures:

The following should be done in addition to (or in substitution of) existing cleaning protocols in place at the child care center:

☐ Clean and disinfecting efforts should be intensified over the pre-COVID-19 standards. Additional CDC guidance can be found here: https://www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html

☐ Cleaning products should not be used near children, and staff should ensure that there is adequate ventilation when using these products to prevent children from inhaling toxic fumes.

☐ Facilities should develop a schedule for regular cleaning and disinfecting.

☐ Routinely clean, sanitize, and disinfect surfaces and objects that are frequently touched, especially toys and games.

☐ Clean objects/surfaces not ordinarily cleaned daily such as doorknobs, light switches, classroom sink handles, countertops, nap pads, toilet training potties, desks, chairs, cubbies, and playground structures. Use the cleaners typically used at your facility.

☐ Adjust the HVAC system to allow for more fresh air to enter the program space, if possible.

☐ All bathrooms should be cleaned and disinfected regularly throughout the day, at a minimum bathrooms should be cleaned and disinfected three times per day.
Cleaning products:

- Use all cleaning products according to the directions on the label. For disinfection, most common EPA-registered, fragrance-free household disinfectants should be effective. A list of cleaning products specific to COVID can be found here: https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2
- If surfaces are dirty, they should be cleaned using a detergent or soap and water prior to disinfection.
- Follow the manufacturer’s instructions for concentration, application method, and contact time for all cleaning and disinfection products.
- If possible, provide EPA-registered disposable wipes to child care providers and other staff members so that commonly used surfaces such as keyboards, desks, and remote controls can be wiped down before use. If wipes are not available, please refer to CDC’s guidance on disinfection for community settings.
- All cleaning materials should be kept secure and out of reach of children.

Clean and sanitize toys:

- Toys that cannot be cleaned and sanitized should not be used.
- Toys that children have placed in their mouths or that are otherwise contaminated by body secretions or excretions should be set aside until they are cleaned and disinfected by hand by a person wearing gloves. Clean with water and detergent, rinse, sanitize with an EPA-registered disinfectant, rinse again, and air-dry. You may also clean in a mechanical dishwasher. Be mindful of items more likely to be placed in a child’s mouth, like play food, dishes, and utensils.
- Machine washable cloth toys should be used by one individual at a time or should not be used at all. These toys should be laundered before being used by another child.
- Do not share toys with other groups of infants or toddlers, unless they are washed and sanitized before being moved from one group to the other.
- Set aside toys that need to be cleaned. Place in a dish pan with soapy water or put in a separate container marked for “soiled toys.” Keep dish pan and water out of reach from children to prevent risk of drowning. Washing with soapy water is the ideal method for cleaning. Try to have enough toys so that the toys can be rotated through cleanings.
- Children’s books and other paper materials should be rotated if used by one group in a cohort. They should not be used by any other cohort or group for at least 36 hours.

Clean and disinfect bedding:

- Use bedding (sheets, pillows, blankets, sleeping bags) that can be washed.
- Keep each child’s bedding separate, and consider storing in individually labeled bins, cubbies, or bags. Cots and mats should be labeled for each child.
- Bedding that touches a child’s skin should be cleaned weekly or before use by another child.
Caring for infants and toddlers:

- **Diapering:**
  - When diapering a child, wash your hands and wash the child’s hands before you begin, and wear gloves. Follow safe diaper changing procedures. Procedures should be posted in all diaper changing areas. Steps include:
    - Prepare (includes putting on gloves)
    - Clean the child
    - Remove trash (soiled diaper and wipes)
    - Replace diaper
    - Wash child’s hands
    - Clean up diapering station
    - Wash hands
  - After diapering, wash your hands (even if you were wearing gloves) and disinfect the diapering area with a fragrance-free bleach that is EPA-registered as a sanitizing or disinfecting solution. If other products are used for sanitizing or disinfecting, they should also be fragrance-free and EPA-registered. If the surface is dirty, it should be cleaned with detergent or soap and water prior to disinfection.
  - If reusable cloth diapers are used, they should not be rinsed or cleaned in the facility. The soiled cloth diaper and its contents (without emptying or rinsing) should be placed in a plastic bag or into a plastic-lined, hands-free covered diaper pail to give to parents/guardians or laundry service.

- **Washing, feeding, or holding a child:**
  - It is important to comfort crying, sad, or anxious infants and toddlers, and they often need to be held. To the extent possible, when washing, feeding, or holding very young children, child care providers can protect themselves by wearing an over-large button-down, long sleeved shirt and by wearing long hair up off the collar in a ponytail or other updo. Consider limiting the amount and type of jewelry that you wear so that the disease cannot be transmitted that way.
  - Child care providers should wash their hands, neck, and anywhere touched by a child’s secretions.
  - Child care providers should change the child’s clothes if secretions are on the child’s clothes. They should change their clothing, if there are secretions on it, and wash their hands again.
  - Contaminated clothes should be placed in a plastic bag or washed in a washing machine.
  - Infants, toddlers, and their providers should have multiple changes of clothes on hand in the child care center or home-based child care. Children should not be allowed to wear other children’s clothing.
  - Child care providers should wash their hands before and after handling infant bottles prepared at home or prepared in the facility.
  - Bottles, bottle caps, nipples, and other equipment (e.g. bottle warmers) used for bottle-feeding should be thoroughly cleaned after each use by washing in a dishwasher or by washing with a bottlebrush, soap, and water.
Healthy hand hygiene:

- All children, staff, and volunteers should engage in hand hygiene at the following times:
  - Arrival to the facility and after breaks
  - Before and after preparing food or drinks
  - Before and after eating or handling food, or feeding children
  - Before and after administering medication or medical ointment
  - Before and after diapering
  - After using the toilet or helping a child use the bathroom
  - After coming in contact with bodily fluid
  - After handling animals or cleaning up animal waste
  - After playing outdoors or in sand
  - After handling garbage

- Wash hands with soap and water for at least 20 seconds. If hands are not visibly dirty, alcohol-based hand sanitizers with at least 60% alcohol can be used if soap and water are not readily available.

- Supervise children when they use hand sanitizer to prevent ingestion.

- Assist children with handwashing, including infants who cannot wash hands alone.

- After assisting children with handwashing, staff should also wash their hands.

- Place posters describing handwashing steps near sinks. Developmentally appropriate posters in multiple languages are available from CDC.

Transportation:

Close seating on buses makes person-to-person transmission of respiratory viruses more likely. Those providing transportation to child care centers should practice social distancing while on the bus.

- Child care centers should maximize space between riders (for example, one rider per seat in every other row).

- Keeping windows open might reduce virus transmission.

- Cleaning and disinfecting buses: Open the windows after runs and let the buses thoroughly air out. Buses should be cleaned after each use. Handrails can then be disinfected with an EPA-approved safer disinfectant. Windows must be kept open to prevent buildup of chemicals that could cause eye and respiratory problems.

- These recommendations should be followed by any third-party transportation services child care centers utilize.
Food preparation and meal service:

☐ An operation should not serve family style meals. Each child should be provided individual meals and snacks.

☐ If the child brings their own food from home, the provider should discourage the sharing of food between children.

☐ Providers should give careful consideration to the meal process and work on educating parents and families on the best way to provide their child’s food and drinks for the day/week.

☐ Consider storing children’s food and drinks for the day in their cubbies or another dedicated area if meals are brought from home.

☐ Meals should be served in the classroom and teachers should directly serve children in their classrooms.

☐ Sinks used for food preparation should not be used for any other purposes.

☐ Caregivers should ensure children wash hands prior to and immediately after eating.

☐ Caregivers should wash their hands before preparing food and after helping children to eat.

☐ Facilities should follow all other applicable federal, state, and local regulations and guidance related to safe preparation of food.

☐ If an employer provides a meal for employees, employers are recommended to have the meal individually packed for each employee.
The virus that causes COVID-19 can infect people of all ages. While the risk of serious illness or loss of life is greatest in those 65 years and older, persons in every age group can get COVID-19 and some will have a severe illness, especially if they have serious underlying medical conditions, such as heart disease or compromised immune systems.

We should all be thankful that, with rare exceptions, COVID-19 is not claiming the lives of our children. However, we can never forget that a child with a mild or even asymptomatic case of COVID-19 can spread that infection to others who may be far more vulnerable.

COVID-19 is spread from person to person through contact that is close enough to share droplets generated by coughing, sneezing, speaking and even just breathing. COVID-19 can also be spread by touching objects where contaminated droplets have landed. Because of this easy manner of transmission, an infant, child or young person who is infected with COVID-19 can spread the infection to others they come in close contact with, such as members of their household, teachers, or other caregivers. We have learned that infected persons with mild or even no symptoms can spread COVID-19.

These facts are vitally important when considering the reopening of schools, daycares, youth camps and other places that provide care and education for our children.

One thing is for certain: education and childcare are essential and we must find reasonably safe ways to restore these services so that our children can be cared for, educated and their parents and guardians can return to work. We must find ways to protect our children from COVID-19 to ensure that they do not bring the infection to others, such as other household members, who may be at high risk for severe infection or even loss of life.

For adults in the workplace or other public spaces, we are confident that if certain measures such as cloth face coverings or non-medical grade masks, respiratory etiquette, frequent hand washing / hand sanitization and environmental cleaning and sanitizing are widely observed, we can then proceed with reopening Texas in a safe and measured way.

However, some of the protective measures that we can expect from adults, such as wearing cloth face coverings and maintaining distance from one another are, for a variety of reasons, simply not possible for infants, children and youth to practice in schools, daycares and youth camps. In some cases, the child will be too young to understand and practice these precautions. We cannot, for example, expect a group of toddlers or schoolchildren not to engage in interactive play or share toys.

All of these factors mean that while certain precautions against the spread of COVID-19 can and will be applied to schools, daycares and youth camps, the infection control measures that can be put in place in these settings will differ somewhat from those that are suitable for other social, business and commercial settings.

Therefore, every child care provider who is responsible for providing care or education for infants, children and youth in these settings must be aware of these facts and be willing to comply with the infection control measures that will be in place in these settings. Parents or guardians should monitor the health of their child and not send them to the program if they are displaying any symptom of COVID. Parents or guardians should seek COVID testing promptly and report results to the program given the implications for other children, families, and staff. Individuals aged 65 or older are at a higher risk of COVID-19. Parents or guardians should protect any vulnerable persons who are members of the same household or come into frequent, close contact with infants, children and youth who attend daycare.
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The following are the minimum recommended health protocols for all child care centers choosing to operate in Texas. Child care centers may adopt additional protocols consistent with their specific needs and circumstances to help protect the health and safety of all employees and children.

The virus that causes COVID-19 can be spread to others by infected persons who have few or no symptoms. Even if an infected person is only mildly ill, the people they spread it to may become seriously ill or even die, especially if that person is 65 or older with pre-existing health conditions that place them at higher risk. Because of the hidden nature of this threat, everyone should rigorously follow the practices specified in these protocols, all of which facilitate a safe and measured reopening of Texas. The virus that causes COVID-19 is still circulating in our communities. We should continue to observe practices that protect everyone, including those who are most vulnerable.

Please note, public health guidance cannot anticipate every unique situation. Child care centers should stay informed and take additional actions based on common sense and wise judgment that will protect health and support economic revitalization. Child care centers should also be mindful of federal and state employment and disability laws, workplace safety standards, and accessibility standards to address the needs of both workers and customers. Federal and state regulations regarding child care centers should be followed.

Health protocols for families whose children attend child care:

Those 65 and older are at high risk of serious injury or death from COVID-19. 75% of deaths in Texas are from those in the over-65 population. Therefore, children in daycare should minimize in-person contact with any person 65 years of age or older, especially those with pre-existing health conditions. This includes maintaining social distancing of at least 6 feet separation from those individuals, wearing a face covering or mask, and avoiding sharing utensils or other common objects with those individuals.

- Follow the drop-off procedures proscribed by your child care provider.
- Maintain at least 6 feet of separation from other individuals. If such distancing is not feasible, other measures such as face covering, hand hygiene, cough etiquette, cleanliness, and sanitation should be rigorously practiced.
- Screen yourself and your child before going into a child care center for any of the following new or worsening signs or symptoms of possible COVID-19:
  - Cough
  - Shortness of breath or difficulty breathing
  - Chills
  - Repeated shaking with chills
  - Muscle pain
  - Headache
  - Sore throat
  - Loss of taste or smell
  - Diarrhea
  - Feeling feverish or a measured temperature greater than or equal to 100.0 degrees Fahrenheit
  - Known close contact with a person who is lab confirmed to have COVID-19
CHILD CARE FAMILIES: Page 3 of 3

- Wash or disinfect hands upon entering the child care center and after any interaction with employees, other customers, or items in the center.
- Consistent with the actions taken by many individuals across the state, consider wearing cloth face coverings (over the nose and mouth) when dropping your child off, or when within 6 feet of another person who is not a member of the individual’s household. If available, individuals should consider wearing non-medical grade face masks.
- Wash or sanitize hands after dropping off your child.
- Think carefully about how you prepare your child’s lunch or drinks for the day. Consider disinfecting reusable items every evening and before leaving for the day.
- Pack extra changes of clothes for your child, as child care centers are being asked to change children’s clothing more regularly to prevent disease spread.
- Avoid sending in toys that cannot be cleaned daily into the child care center. If you do allow your child to bring in a toy from home, these toys should be cleaned every day when the child comes home and every morning before the child leaves.
- Avoid sending items from your home for activities such as show and tells.
- Parents should be aware of the risk to individuals 65 years of age or older from a child who could show no signs of the virus.
Employers may operate their offices with up to the greater of 10 individuals or 50% of the total office workforce, provided the individuals maintain appropriate social distancing.

The following are the minimum recommended health protocols for all office work employers choosing to operate in Texas. Office work employers may adopt additional protocols consistent with their specific needs and circumstances to help protect the health and safety of all employees, contractors, and customers.

The virus that causes COVID-19 can be spread to others by infected persons who have few or no symptoms. Even if an infected person is only mildly ill, the people they spread it to may become seriously ill or even die, especially if that person is 65 or older with pre-existing health conditions that place them at higher risk. Because of the hidden nature of this threat, everyone should rigorously follow the practices specified in these protocols, all of which facilitate a safe and measured reopening of Texas. The virus that causes COVID-19 is still circulating in our communities. We should continue to observe practices that protect everyone, including those who are most vulnerable.

Please note, public health guidance cannot anticipate every unique situation. Office work employers should stay informed and take actions based on common sense and wise judgment that will protect health and support economic revitalization. Employers should also be mindful of federal and state employment and disability laws, workplace safety standards, and accessibility standards to address the needs of both workers and customers.

Health protocols for your employees and contractors:

- Train all employees and contractors on appropriate cleaning and disinfection, hand hygiene, and respiratory etiquette.

- Screen employees and contractors before coming into the office:
  - Send home any employee or contractor who has any of the following new or worsening signs or symptoms of possible COVID-19:
    - Cough
    - Shortness of breath or difficulty breathing
    - Chills
    - Repeated shaking with chills
    - Muscle pain
    - Headache
    - Sore throat
    - Loss of taste or smell
    - Diarrhea
    - Feeling feverish or a measured temperature greater than or equal to 100.0 degrees Fahrenheit
    - Known close contact with a person who is lab confirmed to have COVID-19
1. Do not allow employees with new or worsening signs or symptoms listed above to return to work until:
   - In the case of an employee or contractor who was diagnosed with COVID-19, the individual may return to work when all three of the following criteria are met: at least 3 days (72 hours) have passed since recovery (resolution of fever without the use of fever-reducing medications); and the individual has improvement in symptoms (e.g., cough, shortness of breath); and at least 10 days have passed since symptoms first appeared; or
   - In the case of an employee or contractor who has symptoms that could be COVID-19 and does not get evaluated by a medical professional or tested for COVID-19, the individual is assumed to have COVID-19, and the individual may not return to work until the individual has completed the same three-step criteria listed above; or
   - If the employee or contractor has symptoms that could be COVID-19 and wants to return to work before completing the above self-isolation period, the individual must obtain a medical professional’s note clearing the individual for return based on an alternative diagnosis.

2. Do not allow an employee or contractor with known close contact to a person who is lab-confirmed to have COVID-19 to return to work until the end of the 14 day self-quarantine period from the last date of exposure (with an exception granted for healthcare workers and critical infrastructure workers).

3. Have employees and contractors wash or sanitize their hands upon entering the office.

4. Have employees and contractors maintain at least 6 feet separation from other individuals. If such distancing is not feasible, other measures such as face covering, hand hygiene, cough etiquette, cleanliness, and sanitation should be rigorously practiced.

5. Consider implementing a staggered workforce, such as alternating days or weeks for different groups of employees and/or contractors coming into the workplace.

6. Continue to encourage individuals to work remotely if possible.

7. If an employer provides a meal for employees and/or contractors, the employer is recommended to have the meal individually packed for each individual.

8. Consistent with the actions taken by many employers across the state, consider having all employees and contractors wear cloth face coverings (over the nose and mouth). If available, employees should consider wearing non-medical grade face masks.

**Health protocols for your facilities:**

- Regularly and frequently clean and disinfect any regularly touched surfaces, such as doorknobs, tables, chairs, and restrooms.
OFFICE-BASED EMPLOYERS: Page 3 of 3

- Limit the use of standard-size elevators to four individuals at a time, each located at a different corner of the elevator to avoid close contact. Masks should be worn in elevators. Utilize touchpoint cleaning and nanoseptic button covers if appropriate. For individuals not wishing to ride an elevator, ensure stairways are available for use. As appropriate, individuals subject to the Americans with Disabilities Act may ride the elevator alone or accompanied by the individual’s caregiver.

- Disinfect any items that come into contact with customers.

- Make hand sanitizer, disinfecting wipes, soap and water, or similar disinfectant readily available to employees, contractors, and customers.

- Consider placing readily visible signage at the office to remind everyone of best hygiene practices.

- For offices with more than 10 employees and/or contractors present at one time, consider having an individual wholly or partially dedicated to ensuring the health protocols adopted by the office are being successfully implemented and followed.
The following are the minimum recommended health protocols for all office-based employees in Texas. These minimum health protocols are not a limit on the health protocols that individuals may adopt. Individuals are encouraged to adopt additional protocols consistent with their specific needs and circumstances to help protect the health and safety of all Texans.

The virus that causes COVID-19 can be spread to others by infected persons who have few or no symptoms. Even if an infected person is only mildly ill, the people they spread it to may become seriously ill or even die, especially if that person is 65 or older with pre-existing health conditions that place them at higher risk. Because of the hidden nature of this threat, everyone should rigorously follow the practices specified in these protocols, all of which facilitate a safe and measured reopening of Texas. The virus that causes COVID-19 is still circulating in our communities. We should continue to observe practices that protect everyone, including those who are most vulnerable.

Please note, public health guidance cannot anticipate every unique situation. Individuals should stay informed and take actions based on common sense and wise judgment that will protect health and support economic revitalization.

Health protocols for individuals:

☐ Individuals should avoid being in a group larger than 10 individuals. Within these groups, individuals should, to the extent possible, minimize in-person contact with others not in the individual’s household. Minimizing in-person contact includes maintaining 6 feet of separation from individuals. When maintaining 6 feet of separation is not feasible, other methods should be utilized to slow the spread of COVID-19, such as wearing a face covering or mask, washing or sanitizing hand frequently, and avoiding sharing utensils or other common objects.

☐ Self-screen before going into an office for any of the following new or worsening signs or symptoms of possible COVID-19:
  ☐ Cough
  ☐ Shortness of breath or difficulty breathing
  ☐ Chills
  ☐ Repeated shaking with chills
  ☐ Muscle pain
  ☐ Headache
  ☐ Sore throat
  ☐ Loss of taste or smell
  ☐ Diarrhea
  ☐ Feeling feverish or a measured temperature greater than or equal to 100.0 degrees Fahrenheit
  ☐ Known close contact with a person who is lab confirmed to have COVID-19

☐ Wash or disinfect hands upon entering an office and after any interaction with employees, contractors, customers, or items in the office.

☐ Limit the use of standard-size elevators to four individuals at a time, each located at a different corner of the elevator, to avoid close contact. In elevators, masks should be worn. For individuals not wishing to ride an elevator, ensure stairways are available for use. As appropriate, individuals subject to the Americans with Disabilities Act may ride the elevator alone or accompanied by the individual’s caregiver.

☐ Consistent with the actions taken by many individuals across the state, consider wearing a cloth face covering (over the nose and mouth) upon entering the premises and when using common areas, including elevators, restrooms, break rooms, or stairs, or when within 6 feet of another person who is not a member of the individual’s household. If available, you should consider wearing non-medical grade face masks.

☐ Carry hand sanitizer, and use it regularly, while at the office, especially after contact with individuals outside the household.
CHECKLIST FOR BARS OR SIMILAR ESTABLISHMENTS

Bars or similar establishments may operate for in-person service up to 50% of the total listed occupancy inside the bar or similar establishment if only those customers who are seated are served. There is no occupancy limit outdoors at a bar or similar establishment. Bar or similar establishment employees are not counted towards the occupancy limitation. For these purposes, bars or similar establishments are establishments with a permit from TABC that are not otherwise considered restaurants.

The following are the minimum recommended health protocols for all bars or similar establishments choosing to operate in Texas. Bars or similar establishments may adopt additional protocols consistent with their specific needs and circumstances to help protect the health and safety of all employees, contractors, and customers.

The virus that causes COVID-19 can be spread to others by infected persons who have few or no symptoms. Even if an infected person is only mildly ill, the people they could spread it to may become seriously ill or even die, especially if they are 65 or older with pre-existing health conditions that place them at higher risk. Because of the concealed nature of this threat, everyone should rigorously follow the practices specified in these protocols, all of which facilitate a safe and measured reopening of Texas. The virus that causes COVID-19 is still circulating in our communities. We should continue to observe practices that protect everyone, including the most vulnerable. Please note, public health guidance cannot anticipate or address every unique situation. Bars or similar establishments should stay informed and take actions based on common sense and wise judgment that will protect health and support economic revitalization. Bars or similar establishments should also be mindful of federal and state employment and disability laws, workplace safety standards, and accessibility standards to address the needs of both workers and customers.

Health protocols for serving your customers:

- Customers should not be permitted to loiter at the bar or in commonly trafficked areas, and should remain seated at tables inside the bar.
- Only provide service to seated individuals.
- Groups should maintain at least 6 feet of distance from other groups at all times, including while waiting to be seated in the establishment or for admission to the establishment.
- Activities that enable close human contact, including but not limited to dancing, are discouraged.
- Pathways for patrons’ ingress and egress should be clear and unobstructed.
- Designate staff to ensure customers maintain a 6-foot distance between groups if customers are waiting to enter the bar or similar establishment.
- A hand sanitizing station should be available upon entry to the establishment.
- No tables of more than 10 people.
- Dining:
  - Do not leave condiments, silverware, flatware, glassware, or other traditional table top items on an unoccupied table.
  - Provide condiments only upon request, and in single use (non-reusable) portions.
  - Use disposable menus (i.e., a new menu for each patron).
  - If a buffet is offered, bar employees should serve the food to customers.
- Ensure spacing of individuals within the establishment to keep a 6-foot distance between individuals in different groups.
MINIMUM STANDARD HEALTH PROTOCOLS

BARS OR SIMILAR ESTABLISHMENTS: Page 2 of 4

- Tables or chairs must be installed to seat all customers to maintain social distancing, and may not be moved.
- Consider positioning an unoccupied table or other object adjacent to each occupied table, creating space to permanently maintain a 6-foot distance between groups.
- Take orders from customers seated at a table or by web/phone application.
- Contactless payment is encouraged. Where not available, contact should be minimized. Both parties should wash or sanitize hands after the payment process.

Health protocols for your employees and contractors:

- Train all employees and contractors on appropriate cleaning and disinfection, hand hygiene, and respiratory etiquette.
- Screen employees and contractors before coming into the bar or similar establishment:
  - Send home any employee or contractor who has any of the following new or worsening signs or symptoms of possible COVID-19:
    - Cough
    - Shortness of breath or difficulty breathing
    - Chills
    - Repeated shaking with chills
    - Muscle pain
    - Headache
    - Sore throat
    - Loss of taste or smell
    - Diarrhea
    - Feeling feverish or a measured temperature greater than or equal to 100.0 degrees Fahrenheit
    - Known close contact with a person who is lab confirmed to have COVID-19
- Do not allow employees or contractors with the new or worsening signs or symptoms listed above to return to work until:
  - In the case of an employee or contractor who was diagnosed with COVID-19, the individual meets all three of the following criteria: at least three days (72 hours) have passed since recovery (resolution of fever without the use of fever-reducing medications); and the individual has improvement in symptoms (e.g., cough, shortness of breath); and at least ten days have passed since symptoms first appeared; or
  - In the case of an employee or contractor who has symptoms that could be COVID-19 and does not get evaluated by a medical professional or tested for COVID-19, the individual should be assumed to have COVID-19, and the individual may not return to work until the individual has completed the same three-step criteria listed above; or
  - If the employee or contractor has symptoms that could be COVID-19 and wants to return to work before completing the above self-isolation period, the individual must obtain a medical professional's note clearing the individual for return based on an alternative diagnosis.
- Do not allow an employee or contractor with known close contact to a person who is lab-confirmed to have COVID-19 to return to work until the end of the 14-day self-quarantine period from the last date of exposure (with an exception granted for healthcare workers and critical infrastructure workers).
BARS OR SIMILAR ESTABLISHMENTS: Page 3 of 4

- Have employees and contractors wash or sanitize their hands upon entering the bar or similar establishment, and between interactions with customers.
- Have employees and contractors maintain at least 6 feet of separation from other individuals. If this distancing is not feasible, measures such as face covering, hand hygiene, cough etiquette, cleanliness, and sanitation should be rigorously practiced.
- Consistent with the actions taken by many businesses across the state, consider having all employees and contractors wear cloth face coverings over the nose and mouth. Employees and contractors should consider wearing non-medical grade face masks if available.

**Health protocols for your facilities:**

- Consider having an employee or contractor manage and control access to the bar or similar establishment, including opening doors to prevent attendees from touching door handles.
- Take steps to ensure 6 feet social distancing is maintained at the bar between individual patrons, between patrons and waitstaff, and between patrons and bar items such as clean glassware and ice. Such separation may be obtained by ensuring bartenders remain at least 6 feet from customers at the bar, such as by taping off or otherwise blocking bartenders from being within 6 feet of a seated customer, or the use of engineering controls, such as dividers, to keep individuals and/or the bar separate from other individuals.
- Regularly and frequently clean and disinfect any regularly touched surfaces, such as doorknobs, tables, and chairs.
- Regularly and frequently clean restrooms, and document the cleanings.
- Disinfect any items that customers contact.
- Make hand sanitizer, disinfecting wipes, soap and water, or similar disinfectant readily available to employees and customers.
- Consider placing [*readily visible signs*](#) at the bar or similar establishment to remind everyone of best hygiene practices.
- Clean and disinfect the area used by customers (e.g., tables, chairs, etc.) after each group of customers depart, including the disinfecting of tables, chairs, stalls, and countertops.
- Clean and sanitize the bar daily.
- For bars or similar establishments with more than 10 employees and/or contractors present at one time, consider having an individual wholly or partially dedicated to ensuring the health protocols adopted by the establishment are being successfully implemented and followed.
- TABC staff should monitor bars throughout the state of Texas to ensure compliance with these protocols. TABC has the authority to suspend any license that poses an immediate threat or danger to public safety. Failure to follow these protocols may result in a 30-day license suspension for the first infraction, and a 60-day suspension for a second infraction.
MINIMUM STANDARD HEALTH PROTOCOLS

BARS OR SIMILAR ESTABLISHMENTS: Page 4 of 4

If you have video game equipment or other interactive amusements:

- Assign at least one employee or contractor full time to disinfect the video games and other interactive amusements. **Continuous disinfecting is needed to protect customers.**
- Disinfect all gaming equipment before and after customer use.
- Provide equipment disinfecting products throughout facility for use on equipment.
- Ensure only one player can play a game at a time.
- Provide for at least 6 feet of separation between games.
MINIMUM STANDARD HEALTH PROTOCOLS

☑ CHECKLIST FOR BAR OR SIMILAR ESTABLISHMENT PATRONS

The following are the minimum recommended health protocols for all bar or similar establishment patrons in Texas. These minimum health protocols are not a limit on the health protocols that individuals may adopt. Individuals are encouraged to adopt additional protocols consistent with their specific needs and circumstances to help protect the health and safety of all Texans.

The virus that causes COVID-19 can be spread to others by infected persons who have few or no symptoms. Even if an infected person is only mildly ill, the people they could spread it to may become seriously ill or even die, especially if they are 65 or older with pre-existing health conditions that place them at higher risk. Because of the concealed nature of this threat, everyone should rigorously follow the practices specified in these protocols, all of which facilitate a safe and measured reopening of Texas. The virus that causes COVID-19 is still circulating in our communities. We should continue to observe practices that protect everyone, including the most vulnerable.

Please note, public health guidance cannot anticipate or address every unique situation. Individuals should stay informed and take actions based on common sense and wise judgment that will protect health and support economic revitalization.

Health protocols for bar or similar establishment patrons:

☐ In a bar or similar establishment, minimizing in-person contact is difficult, and wearing face coverings or masks is not feasible while at a table. For this reason, tables at bars or similar establishments should not exceed 10 individuals.
  ☐ When individuals go to a bar or similar establishment, individuals should, to the extent possible, minimize in-person contact with others not in the individual’s household. Minimizing in-person contact includes maintaining 6 feet of separation from individuals. When maintaining 6 feet of separation is not feasible, other methods should be utilized to slow the spread of COVID-19, such as wearing a face covering or mask, washing or sanitizing hand frequently, and avoiding sharing utensils or other common objects.

☐ Self-screen before going into the establishment for any of the following new or worsening signs or symptoms of possible COVID-19:
  ☐ Cough
  ☐ Shortness of breath or difficulty breathing
  ☐ Chills
  ☐ Repeated shaking with chills
  ☐ Muscle pain
  ☐ Headache
  ☐ Sore throat
  ☐ Loss of taste or smell
  ☐ Diarrhea
  ☐ Feeling feverish or a measured temperature greater than or equal to 100.0 degrees Fahrenheit
  ☐ Known close contact with a person who is lab confirmed to have COVID-19

☐ Wash or disinfect hands upon entering a reception and after any interaction with employees, contractors, other attendees, or items in the bar or similar establishment.

☐ No tables of more than 10 people.

☐ Individuals aged 65 or older are at a higher risk of COVID-19. To the extent possible, avoid being within 6 feet with individuals aged 65 and older. Individuals aged 65 and older should stay at home as much as possible.
Consistent with the actions taken by many individuals across the state, consider wearing cloth face coverings over the nose and mouth when not at the table, or when within 6 feet of another person who is not a member of the individual’s household. If available, individuals should consider wearing non-medical grade face masks.

Because of the social interaction that occurs at bars or similar establishments, strict adherence to these protocols is important. A person infected with COVID-19 may not know it, and may pass it to someone else unwittingly.

Carry hand sanitizer, and use it regularly while at the bar or similar establishment, especially after contact with individuals outside the household.
Cleaning And Disinfecting Your Facility

Everyday Steps, Steps When Someone is Sick, and Considerations for Employers

How to clean and disinfect

Wear disposable gloves to clean and disinfect.

Clean

• Clean surfaces using soap and water. Practice routine cleaning of frequently touched surfaces.

High touch surfaces include:

Tables, doorknobs, light switches, countertops, handles, desks, phones, keyboards, toilets, faucets, sinks, etc.

Disinfect

• Clean the area or item with soap and water or another detergent if it is dirty. Then, use a household disinfectant.

• Recommend use of EPA-registered household disinfectant. Follow the instructions on the label to ensure safe and effective use of the product.

Many products recommend:

- Keeping surface wet for a period of time (see product label)
- Precautions such as wearing gloves and making sure you have good ventilation during use of the product.

• Diluted household bleach solutions may also be used if appropriate for the surface. Check to ensure the product is not past its expiration date. Unexpired household bleach will be effective against coronaviruses when properly diluted.

Follow manufacturer’s instructions for application and proper ventilation. Never mix household bleach with ammonia or any other cleanser.

Leave solution on the surface for at least 1 minute

To make a bleach solution, mix:

- 5 tablespoons (1/3rd cup) bleach per gallon of water

OR

- 4 teaspoons bleach per quart of water

• Alcohol solutions with at least 70% alcohol.

Soft surfaces

For soft surfaces such as carpeted floor, rugs, and drapes

• Clean the surface using soap and water or with cleaners appropriate for use on these surfaces.
• **Launder items** (if possible) according to the manufacturer’s instructions. Use the warmest appropriate water setting and dry items completely.

OR

• **Disinfect with an EPA-registered household disinfectant.** These [disinfectants](#) meet EPA's criteria for use against COVID-19.

### Electronics

- For electronics, such as tablets, touch screens, keyboards, remote controls, and ATM machines
  
  - Consider putting a **wipeable** cover on electronics.
  
  - **Follow manufacturer’s instruction** for cleaning and disinfecting.
    
    - If no guidance, **use alcohol-based wipes or sprays containing at least 70% alcohol**. Dry surface thoroughly.

### Laundry

For clothing, towels, linens and other items

- **Wear disposable gloves.**

- **Wash hands with soap and water** as soon as you remove the gloves.

- **Do not shake** dirty laundry.

- Launder items according to the manufacturer’s instructions. Use the **warmest appropriate water setting** and dry items completely.

- Dirty laundry from a sick person **can be washed with other people’s items.**

- Clean and **disinfect clothes hampers** according to guidance above for surfaces.

### Cleaning and disinfecting your building or facility if someone is sick

- **Close off areas** used by the sick person.

- **Open outside doors and windows** to increase air circulation in the area. **Wait 24 hours** before you clean or disinfect. If 24 hours is not feasible, wait as long as possible.

- Clean and disinfect **all areas used by the sick person**, such as offices, bathrooms, common areas, shared electronic equipment like tablets, touch screens, keyboards, remote controls, and ATM machines.

- If **more than 7 days** since the sick person visited or used the facility, additional cleaning and disinfection is not necessary.

  - Continue routing cleaning and disinfection.

### When cleaning

- **Wear disposable gloves and gowns for all tasks in the cleaning process, including handling trash.**

  - Additional personal protective equipment (PPE) might be required based on the cleaning/disinfectant products being used and whether there is a risk of splash.

  - Gloves and gowns should be removed carefully to avoid contamination of the wearer and the surrounding area.

- **Wash your hands often** with soap and water for 20 seconds.

  - Always wash immediately after removing gloves and after contact with a sick person.
- Hand sanitizer: If soap and water are not available and hands are not visibly dirty, an alcohol-based hand sanitizer that contains at least 60% alcohol may be used. However, if hands are visibly dirty, always wash hands with soap and water.

**Additional key times to wash hands** include:

- After blowing one’s nose, coughing, or sneezing.
- After using the restroom.
- Before eating or preparing food.
- After contact with animals or pets.
- Before and after providing routine care for another person who needs assistance (e.g., a child).

**Additional Considerations for Employers**

- **Educate workers** performing cleaning, laundry, and trash pick-up to recognize the symptoms of COVID-19.

- Provide instructions on what to do if they develop symptoms within 14 days after their last possible exposure to the virus.

- Develop policies for worker protection and provide training to all cleaning staff on site prior to providing cleaning tasks.

  - Training should include when to use PPE, what PPE is necessary, how to properly don (put on), use, and doff (take off) PPE, and how to properly dispose of PPE.

- Ensure workers are trained on the hazards of the cleaning chemicals used in the workplace in accordance with OSHA's Hazard Communication standard (29 CFR 1910.1200).


**For facilities that house people overnight:**

- Follow CDC’s guidance for colleges and universities. Work with state and local health officials to determine the best way to isolate people who are sick and if temporary housing is needed.

- For guidance on cleaning and disinfecting a sick person’s bedroom/bathroom, review CDC’s guidance on disinfecting your home if someone is sick.
Handwashing: Clean Hands Save Lives

When and How to Wash Your Hands

During the Coronavirus Disease 19 (COVID-19) pandemic, keeping hands clean is especially important to help prevent the virus from spreading.

Handwashing is one of the best ways to protect yourself and your family from getting sick. Learn when and how you should wash your hands to stay healthy.

How Germs Spread

Washing hands can keep you healthy and prevent the spread of respiratory and diarrheal infections from one person to the next. Germs can spread from other people or surfaces when you:

- Touch your eyes, nose, and mouth with unwashed hands
- Prepare or eat food and drinks with unwashed hands
- Touch a contaminated surface or objects
- Blow your nose, cough, or sneeze into hands and then touch other people’s hands or common objects

Key Times to Wash Hands

You can help yourself and your loved ones stay healthy by washing your hands often, especially during these key times when you are likely to get and spread germs:

- **Before, during, and after** preparing food
- **Before** eating food
- **Before** and **after** caring for someone at home who is sick with vomiting or diarrhea
- **Before** and **after** treating a cut or wound
- **After** using the toilet
- **After** changing diapers or cleaning up a child who has used the toilet
- **After** blowing your nose, coughing, or sneezing
• **After** touching an animal, animal feed, or animal waste
• **After** handling pet food or pet treats
• **After** touching garbage

**During the COVID-19 pandemic, you should also clean hands:**

• After you have been in a public place and touched an item or surface that may be frequently touched by other people, such as door handles, tables, gas pumps, shopping carts, or electronic cashier registers/screens, etc.
• Before touching your eyes, nose, or mouth because that’s how germs enter our bodies.

**Follow Five Steps to Wash Your Hands the Right Way**

Washing your hands is easy, and it’s one of the most effective ways to prevent the spread of germs. Clean hands can stop germs from spreading from one person to another and throughout an entire community—from your home and workplace to childcare facilities and hospitals.

Follow these five steps every time.

1. **Wet** your hands with clean, running water (warm or cold), turn off the tap, and apply soap.
2. **Lather** your hands by rubbing them together with the soap. Lather the backs of your hands, between your fingers, and under your nails.
3. **Scrub** your hands for at least 20 seconds. Need a timer? Hum the “Happy Birthday” song from beginning to end twice.
4. **Rinse** your hands well under clean, running water.
5. **Dry** your hands using a clean towel or air dry them.

**Use Hand Sanitizer When You Can’t Use Soap and Water**

You can use an alcohol-based hand sanitizer that contains at least 60% alcohol if soap and water are not available.

Washing hands with soap and water is the best way to get rid of germs in most situations. If soap and water are not readily available, you can use an alcohol-based hand sanitizer that contains at least 60% alcohol. You can tell if the sanitizer contains at least 60% alcohol by looking at the product label.

**Sanitizers can quickly reduce the number of germs on hands in many situations. However,**

• Sanitizers **do not** get rid of all types of germs.
• Hand sanitizers may not be as effective when hands are visibly dirty or greasy.
• Hand sanitizers might not remove harmful chemicals from hands like pesticides and heavy metals.

**Caution!** Swallowing alcohol-based hand sanitizers can cause alcohol poisoning if more than a couple of mouthfuls are swallowed. Keep it out of reach of young children and supervise their use.
How to use hand sanitizer

- Apply the gel product to the palm of one hand (read the label to learn the correct amount).
- Rub your hands together.
- Rub the gel over all the surfaces of your hands and fingers until your hands are dry. This should take around 20 seconds.

CDC’s Handwashing Campaign: Life is Better with Clean Hands

CDC’s Life is Better with Clean Hands campaign encourages adults to make handwashing part of their everyday life and encourages parents to wash their hands to set a good example for their kids. Visit the Life is Better with Clean Hands campaign page to download resources to help promote handwashing in your community.

For more information on handwashing, visit CDC’s Handwashing website or call 1-800-CDC-INFO.

Visit https://www.cdc.gov/handwashing/when-how-handwashing.html for more information.
Water, Sanitation & Environmentally-related Hygiene

Coughing and Sneezing

Covering coughs and sneezes and keeping hands clean can help prevent the spread of serious respiratory illnesses like influenza, respiratory syncytial virus (RSV), whooping cough, and COVID-19. Germs can be easily spread by:

- Coughing, sneezing, or talking
- Touching your face with unwashed hands after touching contaminated surfaces or objects
- Touching surfaces or objects that may be frequently touched by other people

Covering coughs and sneezes and washing hands are especially important for infection control measures in healthcare settings, such as emergency departments, doctor's offices, and clinics.

To help stop the spread of germs:

- Cover your mouth and nose with a tissue when you cough or sneeze
- Throw used tissues in the trash
- If you don't have a tissue, cough or sneeze into your elbow, not your hands

Remember to immediately wash your hands after blowing your nose, coughing or sneezing.

Washing your hands is one of the most effective ways to prevent yourself and your loved ones from getting sick, especially
at key times when you are likely to get and spread germs.

- Wash your hands with soap and water for at least 20 seconds
- If soap and water are not readily available, use an alcohol-based hand sanitizer that contains at least 60% alcohol to clean hands

For information about preventing the spread of COVID-19, see CDC’s COVID-19: Prevent Getting Sick web page.

To help prevent the spread of respiratory disease, you can also avoid close contact with people who are sick. If you are ill, you should try to distance yourself from others so you do not spread your germs. Distancing includes staying home from work or school when possible.

More Information

- Healthy Habits to Help Prevent Flu
- Coronavirus (COVID-19)
We are committed to the health and safety of our employees and patrons. Our business complies with all recommended state and local guidelines to keep employees and customers safe.

#IrvingBacktoBiz

If you witness behavior or activities that do not align with the Business Safety Pledge principles outlined above, please contact the manager immediately.

Our business pledges to follow the health and safety principles outlined below.

- **Follow Social Distancing Protocols**
  - 6 feet

- **Wear Approved Face Coverings**

- **Maintain Disinfection Schedule**

- **Commitment to Good Hygiene**

If you witness behavior or activities that do not align with the Business Safety Pledge principles outlined above, please contact the manager immediately.
Nuestro negocio se compromete a seguir los principios de salud y seguridad que se describen a continuación.

- **Seguir protocolos de distanciamiento social**
- **Usar mascarilla aprobada**
- **Mantener programa de desinfección**
- **Compromiso de tener buenos hábitos de higiene**

Si es testigo de un comportamiento o actividad que no se adhiera a las pautas de la promesa de seguridad pública, por favor comuníquese con el administrador inmediatamente.