



Prevent • Promote • Protect

March 17, 2020

Ogle County Health Department Guidance for food establishments in the wake of Coronavirus COVID-19 pandemic

Governor Pritzker has ordered the closure of in-person dining at restaurants and bars in Illinois, effective on Monday, March 16 at 9:00pm until Monday, March 30. Drive-thru, curbside pickup, and delivery options are strongly recommended. A carryout option is currently strongly discouraged by OCHD, but is permitted if necessary and if the further requirements set by OCHD are followed. In person dining is not permitted during the specified time period.

For establishments that choose to remain open for limited service, please post attached signage on the public entrance and follow these guidelines to ensure the health and safety of your employees and patrons.

Operations for Keeping Patrons & Employees Safe

- Provide the use of drive-thru, curbside pickup, or delivery. People can wait in their cars and alert restaurant staff by phone.
- Reschedule all banquets, events, and reservations.
- All food self-service displays are prohibited unless an employee serves the patron. This includes gas station self-service stations, grocery store hot deli counters, bakeries, and buffet bars, or any other self-service display.
- Self-service beverage stations while not recommended, are permitted at this time provided that they are being sanitized frequently throughout the day.
- Reusable containers provided by patrons are prohibited at this time.
- Handle disposable utensils with gloved hand or napkin to prevent the spread of germs.
- Designate one employee for each position to limit contact. For example, one cashier, one person to fulfill orders, and one person to hand out orders through approved options.
- Employees should wear gloves when providing food to patrons and handling money or credit/debit cards. Employees should wash hands between the changing of tasks.
- Social distance employees when possible. Have employees remain six feet apart from each other whenever possible. (CDC defines close contact as being within approximately six feet of a COVID-19 case.)
- Disinfect frequently-touched surfaces with a disinfecting agent that is EPA-approved throughout the day and at close of business. Clean and disinfect high-touch surfaces such as door handles, POS systems, countertops, cell phones, and any food contact surfaces frequently.
- Restaurants have the right and obligation to turn away customers who are exhibiting symptoms of cough, fever, vomiting, or diarrhea.

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Employee Health

- Instruct all employees to stay home if they are sick.
- Screen employees for fever, cough, shortness of breath, vomiting and diarrhea. Send employees with any of these symptoms home.
- Review your employee health policy and signed health agreements with all staff.
- Create flexible sick leave policies so employees stay home from work when they are sick.
- Use the same procedures normally for vomiting and diarrhea clean up.
- If you have employees who are at a higher risk for complications from COVID-19, find positions that minimize contact with the public.
- Check vomit and diarrhea clean up kit to ensure all supplies are in the kit.
- Review the importance of handwashing and the handwashing procedure.
- Remind employees to wash their hands for at least 20 seconds after going to the restroom, handling soiled equipment, eating, drinking, coughing, sneezing, touching exposed skin and any other time hands may become contaminated.
- Provide soap and hand sanitizer containing at least 60% alcohol.
- Promote behaviors that prevent the spread of respiratory diseases, including COVID-19, and no physical contact between employees and patrons.

Patrons or Employees Later Diagnosed with COVID-19

- If a patron or employee is diagnosed with COVID-19 after visiting your facility, the Ogle County Health Department may ask establishment owners and operators for contact information for anyone who may have had close contact with the patient.
 - If this occurs, attendees and other employees who had close contact with COVID-19 patient will be asked to monitor themselves for symptoms for 14 days.
- If you are concerned about a patron or employee who was diagnosed with COVID-19 shortly after visiting your business, contact the Ogle County Health Department.
- For more information about COVID-19 preparedness for businesses, please see the CDC's Resources for Businesses and Employers. For general information about COVID-19, refer to the IDPH or CDC Website.

Further Requirements for Establishments Choosing to Provide a Carryout Option

- To comply current federal guidance, a maximum of 10 patrons will be permitted in an establishment at any time providing that the 6-foot social distancing requirement is able to be maintained. If the 6-foot social distancing requirement is not able to be met while 10 patrons are in an establish, the maximum amount of patrons allowed must be decreased accordingly. The establishment is responsible for enforcing this requirement.
- Establishments must use tape makers on floors or other effective means that assist in maintaining proper social distancing in areas where customers may be waiting.
- OCHD recommends that establishments assign an employee to oversee customers in waiting areas or lines to ensure proper social distancing is enforced.

Please contact our office if you plan to remain open or if you have any questions at (815) 562-6976 extension 372.

This is an evolving and complex situation. The department will send updates with new information as frequently as needed.

Sincerely,

Kyle Auman
Public Health Administrator
Ogle County Health Department