



# Pettis County

HEALTH CENTER

Date: 30 April 2020

To: All Food Establishments

From: Section for Environmental Public Health  
Pettis County Health Center

Subj.: 1. Guidelines for Reopening  
2. Mandatory Covid-19 Preopening Agreement  
3. Projected Opening Date

The Pettis County Health Center Web Site <https://pettiscountyhealthcenter.com/> is the Official Site for Covid-19 requirements and information check regularly for updates and information, click on the Food Establishments icon. Correspondence is to be accomplished via email at [pchc.seph@gmail.com](mailto:pchc.seph@gmail.com), fax or U.S. Postal Service.

1. Read and Institute at a minimum the COVID-19 Safety Guidelines for Reopening for Food Establishments in addition to the "Show-Me Strong Recovery Plan: Phase 1 Issued by Missouri Governor Mike Parson.
2. It is mandatory that the COVID-19 Preopening Agreement is filled out completely, signed & returned to the Pettis County Health Center accompanied by your reopening plan for your establishment. The plan must be reviewed and approved by the Pettis County Health Center, Section for Environmental Public Health for a Food Establishment to open their dining area or bar. Correspondence is to be in accordance with the methods noted in first paragraph of this letter.
3. The projected opening date for Food Establishments is 18 May 2020, this opening date is dependent upon the following factors:
  - COVID-19 infection rates
  - Medical capacity
  - Adherence to prescribed guidelines
  - Determination of risk by the Pettis County Health Officer.

Please contact Pettis County Health Center, Section for Environmental Public Health if you have any questions or concerns. Due to the volume of phone calls that we are fielding please email at [pchc.seph@gmail.com](mailto:pchc.seph@gmail.com)

Kirk Martin, EPHS, Foods & Lodging  
David Switzner, CEHS



**Pettis County Health Center, Section for Environmental Public Health:  
Phase 1 COVID-19 Re-Opening [guidelines](#) For Food Establishments**

**Where practicable, takeout and curbside pickup services  
should be prioritized over dine-in services.**

**Employee Health Policies Exclusions and Reinstatements:**

*(Mo Food Code 2-201.11-.13)*

**COVID-19 Requirements:**

- Screen and evaluate workers before they enter the work place for indicators consistent with COVID-19,
  - Fever over 100.4 degrees Fahrenheit
  - Cough
  - Shortness of breath
  - Headache
  - Muscle Aches (unknown reason)
  - Record on tracking form (*Tracking Form attached to this document*)
- Workers who exhibit signs of illness shall not report to work and shall seek medical attention. The Food Code States that, employees who are sick shall remain home.
- If an employee becomes ill or presents signs of illness at work, the operator shall identify the employee's condition during a pre-work screening and send the employee home.
- Restaurants shall create, maintain and follow established policies regarding when employees who have become ill are permitted to return to work.
- An employee with COVID-19 or suspected contact must follow CDC guidelines and Prevention guidelines in conjunction with the Pettis County Health Center. Employee/s that are quarantined or Isolated by the Pettis County Health Center **shall not** return to work without a release from the Pettis County Health Center.

**Employee Hygiene, Uniform and Jewelry: *(Mo Food Code 2-301.11 – 2-402.11)***

**COVID-19 Requirements:**

- Train all employees on the importance and expectations of increased frequency of hand-washing and the use of hand sanitizers with at least 60 percent alcohol.
- Provide clear instructions to avoid touching hands to face.
- Require all employees to wear a face mask that shall be washed, cleaned or replaced daily.
  - a. If in contact with the general public
  - b. If employee cannot maintain a 6 foot distance from other employees
- Prohibit handshaking and other unnecessary person-to-person contact in the workplace.
- Establish and limit numbers to reduce contact in employee break rooms.

### **Salad bars and buffets**

*Pettis County Health Center, Section for Environmental Public Health Highly Recommends Using Cafeteria Style Serving If Not Possible Use The Following Guidelines At A Minimum:*

- Shall provide handwashing and/or sanitation stations near plate rack
- Shall provide disposable gloves for patrons to wear. (if available)
- Shall only provide rolled cutlery.
- Shall change out serving spoons a minimum of every 30 minutes.
- Promote social separation of 6'
- Remove unnecessary items around serving areas
- Minimize quantity of exposed plates, bowls, cups, saucers.
- Minimize quantity of prepared food on serving area (Less More Often)
- Sanitize all touch points on a routine basis a minimum of every 30 minutes.

### **Convenience Stores:**

- Should provide a sanitation station or handwashing station.
- Touch points wiped down routinely.
  - Drink & Flavor Dispensers
  - Pump handles
  - Cooler handles
  - Door handles
  - Restrooms
  - Touch Pad
- Minimize exposed items. (Creamers, sugar packet, lids, stir sticks, etc...)
- Reduce Stocked Inventory (less more often)
- Shall Change out Serving Utensils Every 30 Minutes.

### **Grocery Stores:**

- Should provide a sanitation and/or hand washing stations.
- Touch points wiped down routinely.
- Grocery carts shall be sanitized between customers
- Employees shall wear face mask if cannot maintain 6 foot social distancing.
- Provide a functional barrier at checkout service areas. Must wear mask if barrier not functional.

### **We ask for your help in promoting Personal Protection and Hand Sanitization:**

- Provide Sanitation station / Hand washing station at entrance of establishment. (if possible)
- Provide disposable gloves near sanitation station. (If available)
- Signage promoting Wearing of Face Masks, Social Distancing, Hand Washing and/or Hand Sanitizer, Wearing Disposable Gloves and Keeping hands away from faces.
- If your business has an internal P.A. System or are able to play a looped message. PCHC, SEPH asks that you help support the above safety measures Throughout the COVID-19 pandemic crises.

## **General guidelines to remember when developing your COVID-19 Reopening Operation Plan.**

- Where possible, stagger workstations to avoid employees standing adjacent to one another or next to each other. Where 6 feet of separation is not possible, consider spacing options that include other mitigation efforts (i.e. Masks or Shields) with increased frequency of cleaning and sanitizing surfaces.
- Encourage social distancing of persons present on such entity's leased or owned property.
- Limit contact between wait staff and patrons and increase physical space between workers and patrons.
- Routinely clean and sanitize high-contact areas that would be touched by patrons and employees.
- Between diners, clean and sanitize table condiments, digital ordering devices, check presenters, self-service areas, tabletops and commonly touched areas, and discarding single-use items.
- Use rolled silverware and eliminate table presets.
- Remove items from self-service drink, condiment, utensil, and tableware stations and have workers provide such items to patrons directly wherever practicable.
- The use of disposable paper menus is strongly encouraged, which should be discarded after each patron use. Otherwise, businesses subject to this section shall clean and sanitize reusable menus between each use by a patron. Non-touch menus are also acceptable for use.
- Clean and sanitize restrooms regularly, check restrooms based on the frequency of use, and ensure adequate supply of soap and paper towels at all times.
- Implement procedures to increase cleaning and sanitizing frequency of surfaces in the back of the house.
- Update floor plans for common dining areas, redesigning seating arrangements to ensure at least 6 feet of separation from seating to seating. Utilize physical barriers on booth seating when available. Pay attention to Flow, Choke Points or Areas of Congregation.
- Limit party size at tables to no more than 10
- Where practical, consider a reservations-only business model or call-ahead seating.
- Remind third-party delivery drivers and any suppliers of your internal distancing requirements.
- Post signage on entrances that no one with a fever or other symptoms of illness is permitted in the facility.
- Where practicable, physical barriers such as partitions or Plexiglas at registers should be used.
- Use technological solutions where possible to reduce person-to-person interaction: mobile ordering, mobile access to menus to plan in advance, text on arrival for seating, and contactless payment options.
- Provide hand sanitizer for use by patrons, including contactless hand sanitizing stations when available.
- Do not allow patrons to congregate in waiting areas or bar areas. Design a process to ensure patron separation while waiting to be seated that can include floor markings, outdoor distancing, or waiting in cars.
- If possible, use an exit from the facility separate from the entrance.
- Mark ingress/egress to and from restrooms to establish paths that mitigate proximity for patrons and staff.
- All restaurant or dining room playgrounds shall be closed.



# Pettis County

HEALTH CENTER

## COVID-19 Business Reentry Application

<b>1. Establishment Information</b>			
Date of Application:	<input type="checkbox"/> Existing Establishment		
	<input type="checkbox"/> New Establishment		
Name of Establishment			
Address			
City		State	Zip Code
Telephone	Cell	E-mail	
Days of Operation		Hours of Operation	
<b>2. Owner Information</b>			
Owner Name:			
Owner Address:			
City:		State:	Zip Code:
1. Telephone:	Cell	E-mail:	
2. Telephone	Cell	E-mail	
<b>3. Person in Charge</b>			
Name:			
Address:			
City:		State:	Zip Code:
1. Telephone:	Cell	E-mail:	
2. Telephone	Cell	E-mail	
<p>You must include a reentry plan with this application to be reviewed for approval; even if you are already open, this plan is required. Your Plan Must include occupancy: 6 foot distancing, protection of customers, mitigation of congregation points, additional sanitation, monitoring of employees, use of face masks and PPE, Other information as needed to have a complete and operational plan Return to Pettis County Health Center, 911 East 16<sup>th</sup>, Sedalia Missouri 65301 or email: <a href="mailto:pchc.seph@gmail.com">pchc.seph@gmail.com</a> Complete this application and sign below</p>			
Signature _____		Date _____	
Print Name _____			