



FOOD NEWS YOU CAN USE

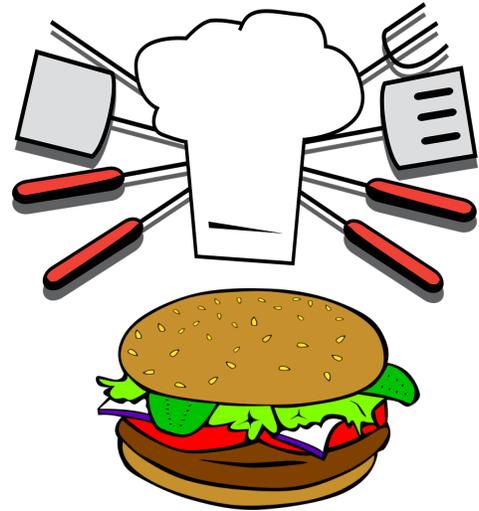
LASALLE COUNTY HEALTH DEPARTMENT

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SUMMER

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CANCELLATION OF 28th ANNUAL FOOD SERVICE SEMINAR

COVID has affected us all in one form or another. Therefore, it is with great sadness that we announce that the 28th Annual Food Service Seminar has been cancelled for this year. Under the current Phase 4 guidelines of Restore Illinois, only gatherings of 50 are allowed. As this seminar has routinely seen 150 or more in attendance, and many of our planned speakers are still under work travel restrictions, we do not feel that holding the seminar is an option for 2020.

COVID-19 AND YOUR FACILITY

The COVID-19 pandemic has presented new and different challenges for food service establishment operators. All 50 states have started phased approaches to reopening the economy.

Many of you have been operating with takeout, drive-thru or curbside service, making meals for first responders or families in need, or serving your communities in some other capacity. Soon dine-in service at reduced capacity will be allowed, so restaurants will have to devise strategies that track *people* instead of food to keep the coronavirus from spreading.

As you begin to welcome patrons back inside your restaurants, however, not only will you have state and/or local guidelines to follow, you'll also be faced with the challenge of keeping your staff as safe you keep your customers from potential exposure to COVID-19.

RESTORE ILLINOIS - PHASE 4 GUIDELINES and YOUR FACILITY

WHAT DOES PHASE 4 LOOK LIKE

There is a continued decline in the rate of infection in new COVID-19 cases. Hospitals have capacity and can quickly adapt for a surge of new cases in their communities. Additional measures can be carefully lifted allowing for schools and child care programs to reopen with social distancing policies in place. **Restaurants can open with limited capacity and following strict public health procedures, including personal protective equipment for employees (see below). Gatherings with 50 people or fewer will be permitted.** Testing is widely available, and tracing is commonplace.

WHAT'S OPEN?

Gatherings: All gatherings of 50 people or fewer are allowed with this limit subject to change based on latest data & guidance

Education and child care: P-12 schools, higher education, all summer programs, and child care open with IDPH approved safety guidance

Outdoor recreation: All outdoor recreation allowed

Businesses:

Manufacturing: All manufacturing open with IDPH approved safety guidance

“Non-essential” businesses: All employees return to work with IDPH approved safety guidance;

Employers are encouraged to provide accommodations for COVID-19-vulnerable employees

Bars and restaurants: Open with capacity limits and IDPH approved safety guidance

Personal care services and health clubs: All barbershops, salons, spas and health and fitness clubs open with capacity limits and IDPH approved safety guidance

Entertainment: Cinema and theaters open with capacity limits and IDPH approved safety guidance

Retail: Open with capacity limits and IDPH approved safety guidance

HOW WE MOVE TO THE NEXT PHASE

Phase 4 will be our longest Phase. Moving to Phase 5 requires vaccine, effective and widely available treatment, or the elimination of new cases over a sustained period of time through herd immunity or other factors.

WHAT COULD CAUSE US TO MOVE BACK TO PHASE 3

IDPH will closely monitor data and receive on-the-ground feedback from local health departments and regional healthcare councils and will recommend moving back to the previous phase based on the following factors:

- Sustained rise in positivity rate
- Sustained increase in hospital admissions for COVID-19 like illness
- Reduction in hospital capacity threatening surge capabilities
- Significant outbreak in the region that threatens the health of the region

SUMMARY of PHASE 4 Guidelines

RESTAURANTS AND BARS

- Indoor dining and drinking now permitted for parties of up to 10 people
- Seated areas should be arranged so that tables allow for 6 ft. between parties; impermeable barriers may be installed between booths which are less than 6 ft. apart
- Standing areas (in restaurants or bars) should be limited to no more than 25% of standing area capacity
- Buffets and self-service food stations (e.g. hot and cold bars, bulk items, baked goods) should adhere to additional minimum guidelines

PHASE 4 - OCCUPANCY GUIDELINES

Minimum guidelines

Seated areas

Area capacity should be determined by arranging seating to provide a minimum of 6ft. Between tables or other designated patron service areas

Standing areas

Maximum occupancy of 25% of standing area capacity

10-person party limit

Configure space to allow for at least 6-ft. of distance between tables or other designated patron service areas; if tables/ booths cannot be moved, employers should only use every other table/ booth to allow for separation between patrons of unrelated parties

Bar seating should be spaced 6-ft apart to maintain social distancing between patrons of unrelated parties

Booths only

Employers may use consecutive booths to serve patrons of unrelated parties only if employer installs an impermeable barrier with a height of 6-ft or greater from the floor between booths. Use of barriers should not impede entry/ exit or impose a fire risk. Use of plexiglass is a best practice

To the extent possible, patrons should wait for services off premises, either outdoors and maintaining social distance of 6-ft with use of recommended face coverings or in their vehicles. Patrons can wait in waiting area, but should adhere to 6-ft distancing guidelines

Live music is permitted but employees and performers should follow social distancing guidelines, keeping the maximum distance possible from each other and from customers. Performers should wear face coverings where possible and the use of barriers between singers and customers and employees during the performance is strongly encouraged; additional guidelines for performers can be found in the Theaters and Performing Arts guidelines

Before allowing external supplier or non-patron visitor (excluding third-party visitors providing carryout services only) to enter, or while requiring them to wait in a designated area, employer should ask whether external supplier or visitor is currently exhibiting COVID-19 symptoms

If practical, employer should take external supplier or non-patron visitor temperature using thermometer (infrared / thermal cameras preferred, touchless thermometers permitted)

Keep log of all external suppliers who enter premises

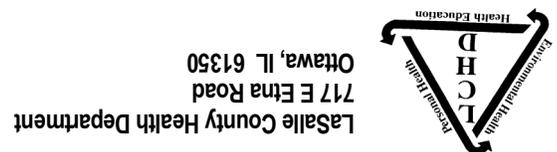
Suppliers and other non-patron visitors should wear face coverings over their nose and mouth when entering premises (exceptions can be made for people with medical conditions or disabilities that prevent them from safely wearing a face-covering)

Encouraged best practices

If practical, alter hours of operation to adequately spread out patron traffic and allow for additional cleaning time

Stagger shift start and end times to minimize congregation of employees during changeovers

If practical, group employees in clusters and schedule groups on same shifts to reduce cross-team exposure



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PHASE 4 - SOCIAL DISTANCING and the PHYSICAL WORKSPACE GUIDELINES

Minimum guidelines

- Employer should display signage at entry and throughout workspace with face covering requirements, social distancing guidelines, cleaning protocols, and any reduced capacity limit, in multiple languages as needed
- Employees should social distance from patrons while not performing services
- Employees should maintain social distance to the extent possible while performing services
- Limit the occupancy of common areas/ break rooms to allow for social distancing of 6-ft or greater by removing/decommissioning furniture or staggering break times; this guideline is not intended to diminish employees break time requirements
- Implement a reservation or call ahead model especially for busy periods, if practical
- Buffets and self-service food stations (e.g. hot and cold bars, bulk items, baked goods) should adhere to additional minimum guidelines:
 - Patrons may self-serve food if hand sanitizer stations are located at both ends of the buffet or selfservice station and signage is posted to require hand sanitizing before each visit to a station
 - If areas are not configured for self-service, designated staff (e.g., buffet attendant) should serve onto patron's plate wearing appropriate face covering and gloves, while maintaining 6-ft social distancing with patrons and other employees
 - Separate buffet stations should maintain 6-ft distancing and allow for social distancing between patrons throughout establishment
 - Impermeable barriers should be put in place between servers and patrons; patron and servers should not exchange or pass the same plate multiple times
 - Queue points should be established 6-ft apart with markers to encourage social distancing
 - Queue should be limited to patrons in respective party to the extent possible
 - Utensils used for serving should be changed hourly
- Eliminate any table presets (e.g., table tents, menus, ketchup bottles, salt and pepper shakers, lemons, straws, shared condiments, etc.)
- Eliminate the use of beverage napkins or coasters
- Eliminate the service of shared snacks at the bar
- Remove shared items (e.g., magazines) from waiting areas and configure any seating to be 6-ft apart to allow for social distancing
 - Any surfaces in waiting area (e.g., seats) touched by patrons should be disinfected after use
- Use single packet condiments, if possible, OR serve condiments in containers – such as a washable bowl or paper cup – that can be sanitized or disposed of after use (no shared condiments permitted)

- Use disposable silverware, if possible, OR use rolled silverware or silverware placed in sleeves (employers should utilize gloves while rolling/placing in sleeves)
- Use disposable or touchless menus, if practical, or use menus that can be sanitized between each use
 - If practical, QR Digital menu or app-based ordering should be used
- To the extent possible, eliminate refilling patron beverages and use a new glass cleaned using proper dishwashing procedures or a new disposable cup
 - Employers using disposable cups may refill beverages only if employee wears appropriate face covering and gloves and uses pitcher to refill beverage. Per standard restaurant guidance, pitchers should never touch the rim of the cup
 - Self-service beverage fountains are permissible with the following precautions:
 - Customers may not reuse cups and should refill beverages with new disposable cups;
 - Customers must not touch the fountain spigot and should minimize contact with dispensing surfaces.
 - Fountain surfaces must be cleaned and sanitized every hour.
- Standing areas in bars can remain open; employer should designate specific areas with 6-ft distancing for patrons of same party to utilize and should use 6-foot markings on floor to provide guidance on social distancing between unrelated parties
- Ensure that the area for take-out patrons allows for at least 6-ft of separation from seated patrons
- Employers should follow Indoor and Outdoor Recreation guidelines for non-gambling gaming/ amusement operations (pool tables, darts, etc.)
- Employers should follow Protocols for Resumption of Casino Gambling Operations by the Illinois Gaming Board for casino gambling gaming/ amusement operations

Encouraged best practices

- Deliver items to table on service trays to minimize hand contact
- Limit food and beverage stations to the extent possible
 - If practical, employees wearing appropriate face coverings and gloves should serve food or beverage in unused containers and set aside for patron pickup. No patron should serve themselves, and new or freshly sanitized containers should be required for refills
- Designate specific area or queue for ordering beverages at bar OR require that drink orders be placed through wait staff while patrons are seated at tables
- Display visual markers 6-ft. apart at patron queue points (e.g., restrooms and bar lines)
- Display additional signage at exits of restrooms to promote use of paper towel to open door for exit
- Display additional signage to promote distancing within shared restrooms
- Eliminate seating at bars within restaurant where possible

- If practical, install impermeable barriers in close contact areas (e.g., host stand, cashier). Use of barriers should not impede entry/ exit or impose a fire risk. Use of plexiglass is a best practice
- If practical, implement touchless transactions
- If practical, allow one-way traffic flow in and out of restaurant to limit any congregation
- Where possible, eliminate common touchpoints (e.g. remove shared items in commons areas, use touchless door pulls)
- Where building management practices allow, increase air turnover rates in occupied spaces and increase outside make-up air to the maximum extent practical
- Where possible, minimize use of coat checks and clean area frequently

What happens if one of my employees is exposed or diagnosed with COVID

If one of your employees is exposed to a COVID-19 case or test positive for COVID, the health department will contact that employee. The health department will determine if that employee is a close contact of a case which is defined as being in close proximity to a case (less than 6 feet for 15 or more minutes.) If they are determined to be a close contact or a case they will need to be quarantined or isolated. The length of time they are quarantined or isolated depends on whether the exposure was a one time event or no longer occurring or whether the exposure is ongoing such as in the case of a household contact.

Close Contact – single or not ongoing exposure	Quarantined for 14 days since last exposure
Close Contact – Ongoing exposure	Quarantined for 14 days past last exposure to case after case is released
Case	Isolated for minimum of 10 days after symptom onset (or positive test date is asymptomatic) AND 3 days fever free

Quarantined or isolated workers cannot work at your establishment until they are released from isolation or quarantine **by the health department**. These workers should be able to provide you documentation that they are required to not work during this time. They will be given release letters when they can return to work.

As with any communicable disease, the health department may contact you to notify you that the employee cannot be at work. As the diagnosis is confidential, the Health Department staff cannot tell you why the employee cannot work, only that they should not be working. Additionally, as with any disease investigation, Health Department staff may ask you for individuals work schedules and others that may have worked similar shifts. Communicable disease laws and Food Codes require that you cooperate with the health department. Based on the investigation, other employees may be isolated or quarantined as well.

Managing Employee Health During COVID

Managing employee health is never easy, COVID-19 can complicate that task. In addition to your normal employee health policy, the following should be addressed:

Minimum guidelines

- Employers should make temperature checks available for employees and encourage their use. Employers should post information about the symptoms of COVID-19 in order to allow employees to self-assess whether they have any symptoms and should consider going home
- All employers should have a wellness screening program. Resources outlining screening program best practices are posted on the DCEO Restore Illinois guidelines website
 - Employers should conduct in-person screening of employees upon entry into workplace to verify no presence of COVID-19 symptoms
 - If employee shift is greater than 5 hours, employers should also conduct mid-shift screening to verify no presence of COVID-19 symptoms (in person preferred, though virtually is permitted)
- If employee reports having any COVID-19 related symptoms, they should remain isolated at home for a minimum of 10 days after symptom onset OR until feverless and feeling well (without fever-reducing medication) for at least 72 hours OR confirmed to not have COVID-19 via 2 negative COVID-19 tests in a row, with testing done at least 24 hours apart
- If employee reports having any COVID-19 related symptoms, employer should encourage employee to contact their health care provider; if multiple employees report having any COVID-19 related symptoms or test positive for COVID-19, employer should notify their local health department within one day of being informed of the prevalence of COVID-19 symptoms or positive test results
- If an employee is identified as being COVID-19 positive by testing, CDC cleaning and disinfecting should be performed according to CDC guidelines
- Where appropriate, notify employees who have been exposed. Employers should not identify an employee who tested positive by name

- Any employee who has had close contact with co-worker or any other person who is diagnosed with COVID-19 should quarantine for 14 days after the last/most recent contact with the infectious individual and should seek a COVID-19 test at a state or local government testing center, healthcare center or other testing locations. All other employees should be on alert for symptoms of fever, cough, or shortness of breath and taking temperature if symptoms develop
- Have an adequate supply of personal protective equipment (PPE) and/or cloth face coverings for staff, as well as a policy and training for staff to wear their masks
- Employees should wear face coverings over their nose and mouth when within 6-ft. of others (cloth masks preferred). Exceptions may be made where accommodations are appropriate – see IDHR’s guidance

Encouraged best practices

- Consider nominating a staff person to become a COVID-19 safety team leader. Their responsibilities can include staff training and monitoring, as well as assisting patrons with their questions or issues
- Monitor and have a plan to respond to a higher than normal level of absenteeism
- Ensure dishwashers have access to both face and eye protection to protect eyes, nose, and mouth from containment splash

Encourage Personal Hygiene for Employees

- Emphasize effective hand hygiene including washing hands for at least 20 seconds, especially after going to the bathroom, before eating, and after blowing your nose, coughing, or sneezing.
- Always wash hands with soap and water. If soap and water are not readily available, then use an alcohol-based hand sanitizer with at least 60% alcohol and avoid working with unwrapped or exposed foods.
- Avoid touching your eyes, nose, and mouth.
- Use gloves to avoid direct bare hand contact with ready-to-eat foods.
- Before preparing or eating food, always wash your hands with soap and water for 20 seconds for general food safety.
- Cover your cough or sneeze with a tissue, then throw the tissue in the trash and wash hands after.

Signs and Messages

- Post signs in highly visible locations (e.g., at entrances, in restrooms) that promote everyday protective measures and describe how to stop the spread of germs such as by properly washing hands and properly wearing a cloth face covering.
- Include messages (for example, videos) about behaviors that prevent spread of COVID-19 when communicating with vendors, staff, and customers (such as on business websites, in emails, and on social media accounts).
- Find free CDC print and digital resources at the [bars and restaurant page](#), as well as on CDC’s [communications resources main page](#).