## Safely Reopening Businesses in Nashville/Davidson County and Middle Tennessee – Guidance for ALL Businesses

Note that this document has guidance from Metro Nashville/Davidson County government, which applies to businesses within Nashville/Davidson County and should be the foremost guidance that businesses within Davidson County follow. This document also has guidance from the State of Tennessee, which applies to businesses outside of Davidson County and should be the foremost guidance for those businesses.

## Metro Nashville/Davidson County "Roadmap for Reopening Nashville" Guidance

The following is drawn from Metro's Roadmap for Reopening Nashville plan. The excerpts below are useful to ALL businesses in Nashville/Davidson County as they prepare for reopening. Consult the Roadmap for the timeline for reopening various types of businesses and for guidance specific to individual industries/business types.

**Goals Prior to Reopening**

**Table 1. Goals prior to re-opening and linked metrics**

| Goal | Metric |
|---|---|
| 1. Disease transmission under control | Sustained decrease in cases maintained for 14 days |
| 2. Detect every case | 1 test per 100-150 residents per week; results within 24 hours |
| 3. Isolate every case | Interview cases within 1 day of test results. Capacity to contact cases daily and support isolation at home or alternate location established. |
| 4. Trace every contact | Close contacts interviewed within 2 days of case report. Capacity to support quarantine at home or alternate location established. |

| Goal | Metric |
|---|---|
| 5. Sources of exposure identified and preventive measured instituted | Case interviews identify likely source of exposure, and prevention plan developed for identified "hot spots" |
| 6. Risk of importing new cases can be "managed" | Healthcare facilities have written plans for managing expected patients and sufficient PPE, beds, ventilators based on best available local models. Report to State twice weekly available equipment/facilities. |
| 7. Schools, workplaces, healthcare facilities have established preventive measures | Written plans that specify training, screening, and medical leave policies for employees. Plans should include procedures for interacting safely with customers including maintaining hygiene, minimizing close contact, and screening protocols such as temperature checks. |
| 8. Communities are fully educated, engaged and empowered to live under a new normal | Compliance with new normal monitored by mobility reports and exposure histories of new cases. Cloth masks are to be widely utilized by all citizens outside their residences to reduce spread of disease. |

**Preparing to Reopen**

"...Policymakers should also examine disincentives to testing and isolation or quarantining, such as the fear that people who test positive or are quarantined could lose their jobs. Providing stipends to people who are isolating and/or working with businesses to create sick leave policies so that ill employees are incentivized to stay home may be important. Travel to and from areas that are experiencing significant disease should be discouraged or prohibited."

"During this planning period, all non-essential businesses should remain closed and the Safer At Home Order remains in place. Except when performing essential services, citizens over age 65 and those with high risk factors need to remain vigilant and to shelter at home."

- Work from home should continue whenever possible, and cloth masks should be worn in public locations.
- Nashville will work to accomplish all specific requirements listed above, including testing, tracking and quarantine strategies to identify cases and prevent transmission. Nashville's status on each requirement will be confirmed with the TN Dept of Health and the Metro Public Health Department.
- All essential businesses and non-essential businesses should begin preparations for later phases, and should be prepared to certify to the local health department that they have written plans and can reliably perform the following functions before advancing to later phases:
  o Screen daily all employees for respiratory symptoms. Workers in close contact with each other should be screened daily with temperature checks as well. Business plans should clearly specify protocols for different categories. o
  o Advise employees with symptoms to remove themselves from the workplace and to go be tested. Encourage them to quarantine until they receive test results. Establish policies and procedures to help employees who are in isolation or quarantine.
  o Set expectations for frequent hand hygiene and wearing of cloth masks by employees where appropriate or able.
  o Elevators should limit occupancy to allow 6-foot passenger distances and provide cleaning supplies within each elevator for use on buttons.
  o Hand sanitizer should be placed on every floor near elevators.

**Tools for reopening can be found on Metro's <u>Resources for Reopening</u> page, including information for all businesses and information for specific business types as those are released by Metro, as well as printable signage for businesses, etc.**

## State of Tennessee Guidance for All Businesses from the Tennessee Pledge

The following is drawn from the State's <u>Tennessee Pledge</u> plan for reopening business. The excerpts below are useful to ALL businesses in counties outside Davidson County, and would be a good resource for businesses within Davidson County, although the Davidson County Roadmap for Reopening sets the expectations for businesses within Davidson County.

"For All Businesses… including those that are re-opening and those essential businesses that have remained open during the Safer at Home order. These safeguarding protocols are based on the recommendations of the CDC and OSHA. To support the Pledge for Tennessee, all employers and employees should take steps to reopen safely, help other industries be able to open more quickly, and help Tennessee remain healthy and open for business.

Employers

1. Screen all employees reporting to work for COVID-19 symptoms with the following questions:
    a. Have you been in close contact with a confirmed case of COVID-19?
    b. Are you experiencing a cough, shortness of breath, or sore throat?
    c. Have you had a fever in the last 48 hours?
    d. Have you had new loss of taste or smell?
    e. Have you had vomiting or diarrhea in the last 24 hours?
    f. *Keep abreast of new, potential COVID-19 symptoms as they are announced by the CDC.*
2. Temperature screening employees:
    a. Best practice: employers to take temperatures on site with a no-touch thermometer each day upon arrival at work.
    b. Minimum: Temperatures can be taken before arriving. Normal temperature should not exceed 100.4 degrees Fahrenheit.
3. Direct any employee who exhibits COVID-19 symptoms (i.e., answers yes to any of the screening questions or who is running a fever) to leave the premises immediately and seek medical care and/or COVID-19 testing, per CDC guidelines. Employers should maintain the confidentiality of employee health information.
4. Implement workplace cleaning and disinfection practices, according to CDC guidelines, with regular sanitization of high-touch surfaces at least every two hours
5. Mitigate exposure in the workplace by implementing social distancing guidelines and modify scheduling
6. Allow employees to work from home as much as possible
7. Plan for potential COVID-19 cases, and work with local health department officials when needed (e.g., monitor and trace COVID-19 cases, deep clean facilities)
8. Covered employers and employees should be aware of the provisions of the federal Families First Coronavirus Response Act, which allows for paid sick leave or expanded family and medical leave for specified reasons, such as for self-quarantining or seeking a medical diagnosis for COVID-19 symptoms
9. Update the Employee Illness Policy to include the symptoms of "COVID-19" or create a COVID-19 specific policy. All staff should sign the policy, and the policy should be posted for confirmation
10. Limit self-service options (customer samples, communal packaging, food/beverages, etc.)
11. Post extensive signage on health policies, including the following documents in the workplace to help educate building occupants on COVID-19 best practices, using tools from the CDC on how to [stop the spread of germs.](#)"


Additional Resources

[Cleaning and Disinfecting Your Facility](#)

[CDC's Quick Glance for Cleaning and Disinfecting](#)

[CDC's General Guidance for Reopening America](#)

[C&W Services "The Safe Six Checklist"](#)

[Metro Nashville/Davidson County's Roadmap for Reopening Nashville](#)

[Metro Nashville/Davidson County Reopening Toolkit](#)

[State of Tennessee's Reopening Plan – Tennessee Pledge](#)

[OSHA Ten Steps Poster](#)

**DISCLAIMER**

This site is intended for informational purposes only. The Nashville Area Chamber of Commerce does not endorse or recommend any of the guidance or practices located on this site. Business owners should consult with their attorney to ensure compliance with local, state and federal requirements.

In all cases, businesses should stay abreast of guidance from local and state health departments and follow all requirements provided by the [CDC](#), [Tennessee Department of Health](#) and the [Metro Nashville/Davidson County Health Department](#) and any applicable federal or regulatory rules.