

Healthy at Work



Effective July 29, 2021

Guidance for All Entities

Events, businesses, and other entities (“entities”) need to consider how best to decrease the spread of SARS CoV-2, the virus that causes COVID-19, and lower the impact in the workplace. This should include activities to prevent and reduce transmission among employees, maintain healthy business operations, and maintain a healthy work environment. Employers are responsible for providing a safe and healthy workplace in accordance with [occupational safety and health regulations](#).

1. Vaccination

Entities should encourage all employees to receive vaccination for COVID-19. Consider providing assistance to employees to reduce barriers to receiving vaccination, such as allowing employees to get vaccinated during work hours.

2. Physical Distancing

Entities should consider options to increase physical space to maintain six (6) feet of physical distance between employees and visitors, particularly when behaviors associated with a heightened risk of COVID-19 transmission are occurring indoors (i.e., heavy breathing or singing). Entities should encourage unvaccinated individuals to remain a minimum of six (6) feet away from all other persons not from their family/household.

3. Facial Coverings

Entities should encourage unvaccinated persons to wear a face covering when engaged in indoor behaviors associated with a heightened risk of COVID-19 transmission or when physical distancing with other persons not from their family/household is not occurring. In [communities with substantial or high transmission](#) (orange or red) of SARS-CoV-2, entities should encourage all individuals 2 years of age or older to wear a mask in public indoor settings, including fully vaccinated individuals.

4. Hand Washing and Sanitizing

Entities should supply hand sanitizer (60% alcohol content or higher) for employees and customers, particularly near high-traffic and high-touch areas (e.g., doors or door handles). Entities should also encourage routine and consistent hand washing for employees and customers.

Healthy at Work



Effective July 29, 2021

5. Ventilation

Entities are encouraged to conduct activities and events outdoors rather than indoors whenever practicable due to lower risk of COVID-19 transmission outdoors. When activities and events are conducted indoors, entities should maximize ventilation and air filtration to the fullest extent practicable.

6. Telework

Entities should support operations via phone or internet in place of in-person services when possible. When possible, employees able to perform their job duties via telework (phone or internet) should be encouraged to do so to maximize physical distancing at the worksite.

6. Common Areas

Entities should, to the extent practicable, limit use of common areas such as lobbies, waiting rooms, break rooms, smoking areas, lunchrooms, and concession areas to maximize physical distancing and reduce congregating. Where common areas are used, entities should reconfigure them to enhance the likelihood that unvaccinated persons remain a minimum of six (6) feet away from all other persons not from their family/household.

7. Sanitation

Entities should routinely and consistently sanitize high-contact surfaces and areas (e.g., doorknobs, equipment, workstations, and restrooms) in accordance with [CDC guidance](#).

8. Daily Temperature/Health checks

Entities should require employees to undergo daily temperature and health checks; these checks may be either self-administered or administered by the entities prior to workplace entry. Self-administered temperature and health checks may be performed at home. Entities should refer to [CDC guidance](#) on how to conduct temperature and health checks.

All businesses should instruct employees not to report to work and inform customers through prominently posted signage not to enter the workplace or venue if they are having fever and/or symptoms of COVID-19. Consider focusing the screening questions on the following “new” or “unexpected” symptoms:

Healthy at Work



Effective July 29, 2021

- Fever or feeling feverish (chills, sweating)
- New cough
- Difficulty breathing
- Sore throat
- Muscle aches or body aches
- Vomiting or diarrhea
- New loss of taste or smell

Employees who have a fever and/or symptoms of COVID-19 should be directed to a health care provider to be tested and instructed to isolate at home until they receive their test result. This includes employees who passed a temperature and health check prior to reporting to work but became ill during the course of the day. Sick employees who are not tested for COVID-19 may return when their symptoms resolve.

9. Contact Notification Responsibilities

Entities should assist public health officials if an employee or customer tests positive for COVID-19 or if an unvaccinated employee is exposed to COVID-19 at their workplace or venue. This assistance includes, but is not limited to, providing work schedule, workstation, hours or shifts worked, when the exposure potentially occurred, and the names and contact information of other person(s) potentially exposed to the virus.