

**EMERGENCY ORDER (2020-5) FOR CONTROL OF PANDEMIC**  
Required screening and social distancing measures at open businesses and operations subject to the Governors Executive Order 2020-21

*Health Order attached for reference.*

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In accordance with the Oakland County Health Order 2020-05

**ESSENTIAL OPERATIONS  
AND SERVICES ARE REQUIRED TO:**

- **Screen employees for COVID-19 symptoms**  
*The Daily Employee Screening Checklist is included for your convenience.*
- **Provide visible guidance of 6-ft physical distancing**  
*Guidance included in this packet about Social Distancing and how to establish visual distance markings in your facility for customers and employees. Post the included sign to remind customers about social distancing.*
- **Limit capacity to comply with 6-ft social distancing**  
*Capacity should be limited based on the size of your facility to maintain appropriate social distancing requirements.*
- **Publish notice at entrance to inform public of order**  
*A public notice sign that summarizes the Order is included here. Please post at your entrance along with the full text of the Order.*

For questions or additional guidance, contact Oakland County Public Health

**1-800-848-5533 or [NOC@oakgov.com](mailto:NOC@oakgov.com)**

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Governors Executive Order 2020-21**

This Order is made pursuant to Section 2453 of the Public Health Code, being MCL 333.2453.

Matters concerning the public health of the residents of Oakland County have been brought to the attention of the Oakland County Local Health Officer. The Local Health Officer has determined that controls are necessary to reduce transmission of COVID-19 to protect the public's health of Oakland County based on the following facts:

1. A biological agent or the effects of a biological agent have been detected within **Oakland County**
2. A communicable disease **Coronavirus which causes COVID-19** has been identified that can be transmitted from person to person.
3. In order to control and limit the spread of the communicable disease, it is necessary to prevent infected people from coming into contact with uninfected people. It is also critical that essential personnel be protected.

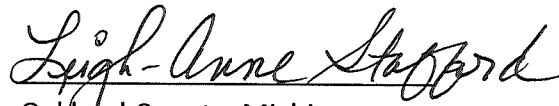
It is hereby ordered that businesses and operations remaining open under EO 2020-21 must take the following precautions:

1. Develop and implement a daily screening program for all staff.
  - a. Screening criteria must include the following questions:
    - i. Symptom check (fever, cough, shortness of breath, sore throat, diarrhea). When a touchless thermometer is available, a temperature check is strongly recommended in lieu of verbal confirmation.
    - ii. Any close contact in the last 14 days with someone with a diagnosis of COVID-19
    - iii. Travel internationally or domestically in the last 14 days
  - b. A yes to any of the screening questions above requires the employee to be excluded:
    - i. 3 days with no fever and 7 days since first symptom
    - ii. 14 days if close contact of diagnosed case of COVID-19

- iii. 14 days following travel
2. Develop and implement a plan to manage and control social/physical distancing (at least 6 ft spacing) for employees working alongside one another and customers waiting in lines within or outside the business.
3. Limit capacity inside facilities to provide for social distancing of customers and between customers and employees including but not limited to visual markings and signage; entrance limits and specialized hours.
4. Publish this order at entrance of the facility and to the members of the public at large by all reasonable means available.

This Order shall become effective on **March 25, 2020 at Noon** and shall be effective until **April 13, 2020**.

Dated: 3/24/2020

  
Leigh-Anne Stafford  
Oakland County, Michigan  
Local Health Officer

## **HEALTH ORDER 2020-5 CLARIFICATION**

### **How can people that work for essential transportation carriers that provide interstate transport of goods and people comply with this order?**

- Workers shall self-monitor daily for signs and symptoms and practice social distancing from others.

### **How can people that work in frontline critical services (Law Enforcement Agencies, EMS Providers, Fire Departments Agencies) comply with this order?**

- Workers shall self-monitor daily for signs and symptoms and practice social distancing from others when possible.

### **How can people that work in utilities, road construction, and other critical infrastructure services comply with the domestic travel section of this order?**

- Those critical infrastructure workers that are required to travel domestically to work and/or home shall self-monitor daily for signs and symptoms and practice social distancing from others when possible. Critical infrastructure is defined as the body of systems, networks and assets that are so essential that their continued operation is required to ensure the security of a given nation, its economy, and the public's health and/or safety.

**This checklist provides basic information only. It is not intended to take the place of medical advice, diagnosis or treatment.**

## WHAT TO DO

- Create and implement an active screening plan including:
  - Location and staffing of the screening table
  - Signage to support the active screening process
  - Rules to allow or prohibit entry
  - Script for screening
  - Alcohol-based hand sanitizer available at the screening table
  - Handout explaining the changes
  - Develop sick policies, like work from home options

## SCREENING QUESTIONS TO CONSIDER

- Greet everyone entering the building with a friendly, calm, and reassuring manner.
  - “Good morning/afternoon! As you know, COVID-19 continues to evolve quickly. We are screening all employees for potential risks of COVID-19 to ensure the health and safety of everyone.”
- 1. Do you have any of the following symptoms: fever/feverish, chills, sore throat, dry cough, difficulty breathing, or digestive symptoms such as diarrhea, vomiting, and abdominal pain?
  - Yes       No
- 2. Have you traveled internationally/outside of Michigan within the last 14 days?
  - Yes       No
- 3. Have you had close contact with a confirmed/probable COVID-19 case?
  - Yes       No

## HOW TO RESPOND

- If the individual answers NO to all questions, they have passed the screening and can begin working.
- If the individual answers YES to any screening questions, or refuses to answer, they failed the screening. Keep the employee away from others and contact a supervisor for assistance.

## MESSAGES YOU CAN USE TO PREVENT SPREAD OF VIRUSES AND STAY HEALTHY

- Practice these healthy habits to prevent the spread of viruses:
  - Wash your hands with soap and warm water for 20 seconds. If unavailable, use an alcohol-based hand sanitizer with at least 60% alcohol.
  - Avoid touching your eyes, nose, and mouth with unwashed hands.
  - Cover your nose and mouth with a tissue when you cough or sneeze, or cough/sneeze in your upper sleeve.
  - Immediately throw away used tissues in the trash, then wash hands.
  - Clean and disinfect frequently touched surfaces, such as doorknobs, handles, light switches, tables, toilets, faucets, sinks and cell phones.
  - Avoid touching common surfaces in public places – elevator buttons, door handles, handrails, etc. Use elbows or knuckles to push buttons when you do not have a tissue or sleeve to cover your hand or finger.
  - Make sure others in your household, or anyone you are regularly in close contact with, follow these precautions.

**For more information, visit [CDC's Resources for Businesses and Employers](#).**

**For questions call Nurse On Call at 1.800.848.5533**



# SOCIAL DISTANCING

## What You Need to Know

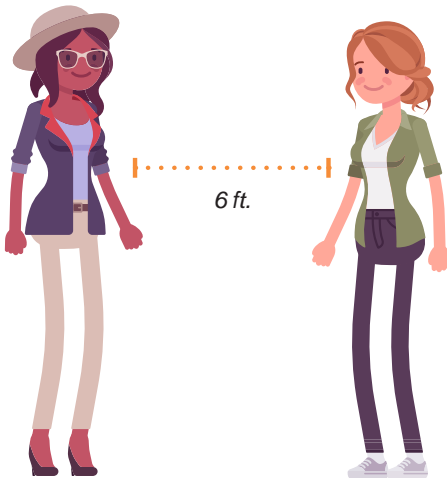


Social distancing means keeping a physical separation from other people. This includes avoiding groups of people and keeping space between yourself and others. It can include larger measures like closing public spaces and canceling group events. It helps protect people from illness, especially those who are more vulnerable. Social distancing limits the spread of disease by lowering the chance of contact with someone with COVID-19.

### PRACTICE SOCIAL DISTANCING

#### INDIVIDUALS CAN

- Keep six (6) feet between yourself and others.
- Avoid getting together in social groups and gatherings.
- Use Skype and FaceTime to visit family and friends.
- Use online, curbside or drive-through services such as banking, groceries, pharmacy and carryout.
- Avoid public places at their busiest times.



#### BUSINESSES CAN

- Have employees tele-work when possible.
- Modify operations to provide online options.
- Restrict areas where people may gather.
- Limit in-person meetings and use electronic communication methods.
- Assess store layout and modify high traffic areas (i.e. checkout lines, pharmacy counter etc.) to create six (6) feet of space between people:
  - Special store hours for seniors, healthcare workers and first responders to shop.
  - Signage asking people to remain at least 6 feet apart from others.
  - Mark floors of checkout lines with tape for 6 foot spacing between customers.
  - Promote curbside pick-up, delivery and online services.

#### EVERYONE SHOULD

- Stay home when sick.
- Avoid hugging, high-fives, shaking hands, and sharing cups or eating utensils.
- Use good personal hygiene practices whenever you are out in public:
  - Washing your hands often with soap and warm water for 20 seconds, and help young children do the same. If soap and water are not available, use an alcohol-based hand sanitizer with at least 60% alcohol.
  - Covering your nose and mouth with a tissue when you cough or sneeze, or cough/sneeze in your upper sleeve. Immediately throw away used tissues in the trash, then wash hands.
  - Avoiding touching your eyes, nose, and mouth with unwashed hands.
  - Cleaning and disinfecting frequently touched surfaces, such as toys and doorknobs.

Learn more about slowing the spread of COVID-19 at <https://bit.ly/3dj7jO4>  
For questions call Nurse On Call at 1.800.848.5533 or visit [www.oakgov.com/covid](http://www.oakgov.com/covid)

In accordance with the Oakland County Health Order 2020-05

# CUSTOMERS & EMPLOYEES MUST PRACTICE

# 6- FEET SOCIAL DISTANCE

# WHILE INSIDE THIS FACILITY

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