



Pitkin County COVID-19 Operational Guidance

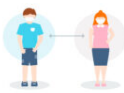
Lodging

Effective May 27
(Revised April 8, 2021)

Lodging may be subject to personal gathering size restrictions, depending on dial level.

This guidance provides best practices or “guardrails” for Pitkin County lodging to operate safely during the COVID-19 pandemic. Lodging management is encouraged to be creative in how to apply these best practices and implement these measures in your establishment.

Everyone in Pitkin County is asked to be vigilant in protecting yourself, your family, your employees and your community by pledging to the **5 COMMITMENTS OF CONTAINMENT** ([Link to signage here](#))



I will maintain six feet
of social distance



I will wash my hands
often



I will cover my face in
public



I will stay home when
I am sick



I will get tested
immediately when I
have symptoms

Every lodging facility in Pitkin County must complete the [Business Safety Plan Checklist](#), review it with your employees, and post it in a prominent location in your facility.

Each individual and establishment needs to consider how best to decrease the spread of COVID-19 and lower their impact. The following requirements for reopening your lodging establishment includes guidance that is intended to:

- Reduce transmission among employees and customers
- Maintain healthy business operations
- Maintain a healthy work environment
- Reduce the impact of COVID-19 on the community and high risk populations
- Provide the information necessary to support “boxing in” spread of the virus

“**Short-Term Lodging**” is any lodging or lodging space which is used by an occupant for less than 30 days. This includes, without limitation, bed and breakfasts; lodges; retreats; hotels and motels; licensed or professionally managed properties rented through Airbnb, VRBO, travel agencies, or similar companies or websites; units owned on a timeshare or fractional interest basis, condo-hotels, or similar resorts.

Short-Term Lodging include:

- Hotels
- Motels
- Private residence or resort clubs
- Condo-tels
- ownership associations, and other similar establishments

Additional Guidances:

- **Pools and gyms:** Please review the State Guidance for Personal Recreation [here](#) to ensure your lodging facility is adhering to capacity, physical distancing, masks and cleaning guidelines for indoor and outdoor pools and gyms facilities.
- **Events:** Please refer to the State [Indoor Event Guidance](#) if you would like to host events in your facility. All facilities must also submit an [Event Safety Plan](#) to ensure compliance with capacity, physical distancing, masks and cleaning guidances.

Guest Education:

Lodging operators must inform guests about the Pitkin County Public Health Order, including adhering to the [5 Commitments of Containment](#) and avoiding the [3C's](#) to ensure our community is safe and continues to stay open and welcome to all guests.

Workspaces configuration, occupancy, cleaning, and sanitization	• Employ strict hygiene guidelines and frequent sanitization procedures for all contact surfaces and tools • Ensure a minimum of 6 feet of separation between clients/customers when not directly performing service • Post signage for employees and customers outlining good hygiene and safety measures being taken (including 5 Commitments of Containment) • Sanitize all financial transaction equipment after each use (Additional Guidance for cleaning a variety of facilities) • Sanitize all service equipment (spa / workout equipment, etc.) after each use For Employees • Daily symptom screenings, including temperature checks, will be conducted for each employee prior to entering the facility space. If this is not feasible, then employees will check for symptoms at home and report symptoms either electronically or on paper per the system created by the employer. Documentation of these symptom checks will be recorded (sample template here: Employee Symptom Tracking Form) • All employees are instructed to Get Tested if they have any of the following: - Fever (above 100.4) or Chills - New Cough - Trouble Breathing - Loss of taste or Smell - Sore throat - Headache
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	- Muscle Aches - Runny Nose or Congestion - Stomach Pain or Vomiting - Diarrhea ● Wear mask or face covering at all times (Additional Guidance) ● Wear gloves (meticulous and frequent hand-washing if gloves not feasible or appropriate) ● Wash hands and change gloves between customers ● Exclude employees that have symptoms consistent with COVID-19 or have had exposure to someone with COVID-19 or foodborne illness ○ Symptoms of COVID-19: headache, sore throat, fever, dry cough, inability to taste and smell, shortness of breath, ear aches, body aches, diarrhea, fatigue, vomiting and abdominal pain ○ Symptoms of foodborne illness: vomiting, diarrhea, jaundice (yellow skin or eyes), sore throat with fever, infected cuts or burns with pus on hands and wrists ● Recommended Practice: Check in with employees on their mental health and wellness. Mental and behavioral health resources are available at Aspen Strong: https://aspenstrong.org/, Hope Center: https://ourhopecenter.org/, and Mind Springs Health: https://www.mindspringshealth.org/ To Protect Employees ● Provide contactless payment options (whenever possible) ● Communal gathering spaces, such as locker rooms or waiting rooms, are strictly prohibited
Special Considerations for lodging with shared restroom or kitchen facilities	● For lodging that has shared facilities like kitchens and bathrooms, those areas can be shared. In these cases: ○ People should always maintain a minimum of 6 feet physical distance from non-household members; ○ People should limit the time they are in common or shared areas with non-household members; ○ People must wear face coverings while using shared facilities, especially in the presence of non-household members; ○ People should be reminded to wash or sanitize your hands upon exiting these shared areas. ○ Shared or common areas should be marked appropriated to reinforce six-feet distancing

Special considerations for lodging with shared sleeping quarters (e.g. hostels, mountain huts, yurts)	• Sleeping in enclosed spaces increases the contact or exposure time that enables spread of COVID-19. • Since many individuals can be asymptomatic and still spread the virus, these settings should be limited to household groups at this time. • Specific cleaning instructions should be provided where guests are expected to perform these duties. • To the degree possible, 24 hours should be provided in between groups. • The risks and individual responsibilities must be clearly explained to all guests.
Guests that Become Ill	• All guests that experience symptoms of COVID-19 should isolate away from others, and contact a local health care provider for guidance and schedule testing for COVID-19. • Lodging staff shall support efforts to engage guests in the County Contact Tracing efforts in order to identify those who need to be alerted about the possibility of exposure to the virus. • Individuals in close contact (e.g. family members, travel companions, sharing same lodging, and anyone within 6 feet for longer than 15 minutes) with a guest with COVID-19 symptoms should be quarantined for 14 days. • Adhering to isolation and quarantine requirements may prolong a guest(s) stay. Lodging management should work with these guests to continue lodging arrangements at the guest's expense or as negotiated with lodging management for the remainder of the isolation/quarantine period. • Expectations and financial responsibility of guests if they must isolate or quarantine in place and prolong their stay should be communicated in advance to guests. • Implement measures to provide guests with needed services, such as

Employees that Become Ill	cleaning and food service, that minimize interaction and exposure to staff. Cleaning Guidance After Ill Guests Depart Hotels and other public accommodations cleaning rooms used by a known case or a quarantined or isolated individual should follow recommended CDC guidance: <u>Interim Guidance for Environmental Cleaning and Disinfection for U.S. Households with Suspected or Confirmed Coronavirus Disease 2019.</u> • If employees exhibit any <u>COVID-19 symptoms</u> they should not come to the facility. Employees who develop COVID-19 symptoms while working at the facility should immediately notify the facility supervisor, be separated from others, and sent home. • Employees who have had close contact with a person who has <u>COVID-19 symptoms</u> should not come to work for 14 days after exposure and get tested. • Employees exhibiting symptoms should seek testing immediately per the guidance <u>posted here</u>. • Scheduling will allow for employees to call in sick or leave work. • It is recommended to close off areas used by the ill persons and wait as long as practical before beginning cleaning and disinfection to minimize potential for exposure to respiratory droplets. • Open outside doors and windows to increase air circulation in the area. • Restrict access for two hours after the sick person has left. • If possible, do not allow employees or guests in the room for 24 hours after the ill person left. Cleaning and disinfection using products from the EPA N-List is recommended. • In areas where ill persons have visited or used, continue routine cleaning and disinfection as in this guidance • Symptoms of COVID-19 include: Fever OR Cough OR Sore Throat OR Shortness of Breath. Workers who develop symptoms should immediately notify their supervisor AND stay home from work. • All lodges must follow the symptom guidance for getting tested for all employees and guests. For further guidance for ill-employees and contact tracing, please see <u>Employee Guidance for Ill Employees</u>.
Cleaning Protocols	• <u>Cleaning protocol and guidance</u> for lodges/hotels • <u>Cleaning protocol for vacation rentals</u>.