May 20, 2020

Dear Campground Owner and Operator,

Defiance County General Health District (DCGHD) is closely monitoring Coronavirus Disease 2019 (COVID-19). DCGHD is taking measures to minimize the impact within our county, and we appreciate the steps you have taken to protect our community.

The Defiance County General Health District (DCGHD) is closely monitoring Coronavirus Disease 2019 (COVID-19). New Orders signed by Ohio Department of Health Director, Dr. Amy Acton, have required specific sectors to operate under specific mandates and best practices named Responsible Restart Ohio. Those sectors shall follow these minimum level, sector specific requirements during operations.

DCGHD will be responsible for educating sectors on specific guidelines related to the Responsible Restart Ohio plan, and will respond to concerns from consumers, employees, and the public. The impact of COVID-19 has caused unprecedented challenges.

Review the enclosed guidelines for these different environments, and ensure employees are aware of these requirements.

- The business sector specific guidance can be found at:
  - [https://coronavirus.ohio.gov/static/responsible/Sector-fact-sheet-7-Campgrounds.pdf](https://coronavirus.ohio.gov/static/responsible/Sector-fact-sheet-7-Campgrounds.pdf)
  - [https://coronavirus.ohio.gov/responsiblerestartohio](https://coronavirus.ohio.gov/responsiblerestartohio)
- Food Safety Training at ServSafe: [https://www.servsafe.com/Landing-Pages/Free-Courses](https://www.servsafe.com/Landing-Pages/Free-Courses)
- Ohio Department of Health: [https://coronavirus.ohio.gov](https://coronavirus.ohio.gov)
- County Updates, DCGHD: [https://defiancecohealth.org/coronavirus](https://defiancecohealth.org/coronavirus)
- Centers of Disease Control and Prevention: [https://cdc.gov/coronavirus](https://cdc.gov/coronavirus)

**What to expect when we’re inspecting**

Sanitarians will continue to conduct Campground inspections according to the Ohio Administrative Code. Please ensure a person-in-charge is at the establishment at all times. During an inspection, ensure employees are prepared to answer questions about Campground rules, employee illness reporting, cleaning & sanitizing, COVID-19 implementations, etc.

For answers to your COVID-19 questions, call 1-833-4ASKODH (1-833-427-5634). More information can be found at [www.coronavirus.ohio.gov](http://www.coronavirus.ohio.gov). Specific questions regarding Campgrounds can be directed to Defiance County Public Health Sanitarians at 419-784-3818.

Sincerely,

Jamie Gerken
Health Commissioner
Defiance County General Health District
Campground Operators

Communicate clearly:
- Post information throughout the campgrounds and surrounding areas to frequently remind campers and customers to take steps to prevent the spread of COVID-19. These messages should include information about:
  - Staying home if you are sick or do not feel well.
  - Using social distancing and maintaining at least six feet between individuals in all areas of the campgrounds and with other campers.
  - Not gathering in groups.
  - Wearing a mask or face covering when entering buildings or interacting in close proximity to other campers, practicing good personal hygiene including washing hands often with soap and water for at least 20 seconds, using hand sanitizer, refraining from touching eyes, nose, and mouth with unwashed hands, coughing and sneezing into an elbow, etc.

Maintain public restrooms, showerhouses, and laundry facilities to lower risk of spread of virus.
- Ensure there are functional toilets.
- Clean and sanitize public areas and restrooms in the morning and evening, with increased instances of cleaning and sanitation during peak usage times. Cleaning should be conducted using EPA-registered disinfectants, particularly on high-touch surfaces such as faucets, toilets, doorknobs, and light switches.
- Make sure supplies for handwashing, including soap and materials for drying hands, are fully stocked every time the bathroom is cleaned.
- Provide hand sanitizer where water is not available.
- Restrooms, showerhouses, and laundry facilities should limit the number of users at any one time based on the facility size and current social distancing guidelines. Cleaning and sanitizing public areas and restrooms should occur in the morning and evening, with increased instances of cleaning and sanitation during peak usage times.

Closures, modifications, and limitations:
- In accordance with current orders, close any non-essential buildings, amenities, and areas where people could potentially congregate, such as pavilions, pools and splash pads, recreation centers, gyms, playgrounds, jump pads/pillows, go-karts, pedal-karts, game rooms, basketball, volleyball, gaga ball, etc. These activities may resume, or restrictions may be eased, when current orders prohibiting such activities are eased or lifted.
- Snack bars and restaurants must be run in accordance with current orders and guidelines for such establishments. All self-service food stations should be closed or only operated by employees in accordance with the guidance outlined in Responsible RestartOhio for restaurants and bars.
- RV/Camper water filling stations, dump stations, and propane filling stations must follow social distancing guidelines. Pumps should be disinfected each day and regularly sanitized multiple times a day based on peak usage (for example, sanitizing should increase with anticipated high-traffic exit and entry times).
- Do not allow non-registered campers to visit campsites.

Recommended Best Practices

Communicate clearly:
- Develop regular communication with campers through a variety of channels (text, emails, social posts, etc.) to clearly communicate the steps your campground is taking to protect campers and stop the spread of COVID-19. Develop an updates website, send emails to campers with additional preventative steps the facility is taking, as well as communicate any changes campers should expect to experience.

Maintain public restrooms, showerhouses, and laundry facilities to lower risk of spread of virus.
- Post a cleaning schedule at each location.
- Install touch-free entry points at restrooms and other facilities.
- Install seat-cover dispensers and motion-sensing faucets, soap, and towel dispensing in restrooms and other facilities.

Closures, modifications, and limitations:
- Facilities may determine if masks are required to enter common spaces or may be made available to guests entering common spaces based on the facility.
- Campgrounds may require campers to sign an agreement to follow guest safety procedures, and if they choose not to follow park guidelines, they may be asked to leave without a refund.
### Campground Operators cont.

<table>
<thead>
<tr>
<th>Mandatory</th>
<th>Recommended Best Practices</th>
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</thead>
<tbody>
<tr>
<td><strong>Follow all appropriate guidance for customer interaction, retail sales, and equipment rentals.</strong></td>
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</tr>
<tr>
<td>• Install barriers and protective shields where needed to safely distance staff and customers.</td>
<td>• Regularly provide customers with up-to-date information about COVID-19 and related business procedures and policies. Communicate the importance of practicing preventive actions.</td>
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<tr>
<td>• Post a revised occupancy number in retail or rental areas in accordance with any current order to minimize crowding where necessary.</td>
<td>• Where available, use online solutions for reservations, waivers, or payment.</td>
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<tr>
<td>• Mark floors inside buildings for 6 foot standing areas or one-way traffic.</td>
<td>• Where possible, install touch-free entry points to stores, check-ins, or buildings.</td>
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<td>• Clean and disinfect high-use areas like door handles, keypads, counter tops, etc. multiple times a day, as often as possible.</td>
<td>• Create self-sanitizing stations by making hand sanitizer, soap and water, or effective disinfectant available to the public at or near the entrance of facilities and at any locations where people have direct interactions and near high-touch surfaces.</td>
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<tr>
<td>• Sanitize all rental equipment after each use, using EPA-registered disinfectants.</td>
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<tr>
<td>• Arrange any seating areas, tables, chairs, etc. (indoors and out) at safe distances from each other. If safe distances are not achievable, or regular sanitizing of these areas is not possible, barricade or remove seating areas.</td>
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<tr>
<td><strong>Maintaining Distance in outdoor spaces</strong></td>
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<tr>
<td>• In areas of concern, mark 6 foot spacers at popular or high traffic areas to help campers and customers visualize safe distancing.</td>
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<tr>
<td>• In areas with a lot of cross traffic, direct pedestrian traffic to enter/exit these locations in specific ways or indicate one-way traffic wherever possible.</td>
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### Regarding Employees and Vendors

- Be as flexible as possible with staff attendance and sick-leave policies. Remind staff to stay at home if they are sick. Isolate and send home anyone who exhibits fever, cough, or shortness of breath.
- Employees must perform a daily symptom assessment prior to reporting for work. Per the CDC, symptoms include cough, shortness of breath, difficulty breathing, fever, chills, repeated shaking with chills, muscle pain, headaches, sore throat, and new loss of taste or smell.
- Require employees to stay at home if symptomatic and perform daily symptom assessment requirements before returning to work.
- Following recommendations in current orders, employees must wear clean masks and gloves when indoors and interacting with guests and other employees. Employers should provide proper PPE including masks and gloves to staff and define proper use when interacting with customers, as well as the expectation to keep these items clean (for example, change gloves frequently). Allow ample opportunities for employees to wash and sanitize their hands.
- Employee vehicles, golf carts, keys, tools, break rooms, bathrooms, and other common areas must be cleaned and disinfected at the end of each shift, or for non-assigned items or equipment after an employee completes use and prior to another employee using the item.
- Wherever possible, implement staggered employee entry, work in assigned teams, vary arrival and departure, and stagger breaks to avoid interaction or grouping among staff.
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**Mandatory**

- Only one family household may occupy each site, with a pre-determined limit for any campsite (always ten people or fewer).
- Use social distancing and maintain at least six feet between individuals from other households in all areas of the campgrounds and with other campsites.
- Do not gather in groups.
- Practice self-contained camping when possible.

**Recommended Best Practices**

- Stay home if you are sick or do not feel well.
- Wear a mask or face covering when entering buildings or interacting in close proximity to other campers.
- Practice good personal hygiene including washing hands often with soap and water for at least 20 seconds, using hand sanitizer, refraining from touching eyes, nose, and mouth with unwashed hands, coughing, and sneezing into an elbow, etc.
- Bring trash bags, food, and supplies. Plan to carry in and carry out trash and other items.
STOP GERMS
WASH YOUR HANDS

1. Wet your hands with clean, running water (warm or cold), turn off the tap, and apply soap.
2. Lather your hands by rubbing them together with the soap. Be sure to lather the backs of your hands, between your fingers, and under your nails.
3. Scrub your hands for at least 20 seconds. Need a timer? Hum the “Happy Birthday” song from beginning to end twice.
4. Rinse hands well under clean, running water.
5. Dry hands using a clean towel or air dry them.

Keeping hands clean is one of the most important things we can do to stop the spread of germs and stay healthy.
Please continue to protect yourself from all infectious diseases by using these precautions.

**COVID-19**

**PREVENTION**

- **STAY HOME WHEN YOU ARE SICK**
- **AVOID CONTACT WITH PEOPLE WHO ARE SICK**
- **GET ADEQUATE SLEEP AND EAT WELL-BALANCED MEALS**
- **WASH HANDS OFTEN WITH WATER AND SOAP (20 SECONDS OR LONGER)**
- **DRY HANDS WITH A CLEAN TOWEL OR AIR DRY YOUR HANDS**

- **COVER YOUR MOUTH WITH A TISSUE OR SLEEVE WHEN COUGHING OR SNEEZING**
- **AVOID TOUCHING YOUR EYES, NOSE, OR MOUTH WITH UNWASHED HANDS OR AFTER TOUCHING SURFACES**
- **CLEAN AND DISINFECT “HIGH-TOUCH” SURFACES OFTEN**
- **CALL BEFORE VISITING YOUR DOCTOR**
- **PRACTICE GOOD HYGIENE HABITS**

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**CLEAN ALL “HIGH-TOUCH” SURFACES EVERY DAY**

High touch surfaces include counters, tabletops, doorknobs, bathroom fixtures, toilets, phones, keyboards, tablets, and bedside tables. Also, clean any surfaces that may have blood, stool, or body fluids on them. Use a household cleaning spray or wipe according to the label instructions. Labels contain instructions for safe and effective use of the cleaning product including precautions you should take when applying the product, such as wearing gloves and making sure you have good ventilation during use of the product.

Additional information from the Centers for Disease Control and Prevention: [https://www.cdc.gov/coronavirus/](https://www.cdc.gov/coronavirus/)
Stay home when you are sick, except to get medical care.

Wash your hands often with soap and water for at least 20 seconds.

Cover your cough or sneeze with a tissue, then throw the tissue in the trash.

Clean and disinfect frequently touched objects and surfaces.

Avoid close contact with people who are sick.

Avoid touching your eyes, nose, and mouth.

For more information: www.odh.ohio.gov

STOP THE SPREAD OF GERMS
Help prevent the spread of respiratory diseases like influenza and COVID-19.