May 20, 2020

Dear Fitness Business,

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.

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 sector specific guidance can be found at:
  - [https://coronavirus.ohio.gov/static/responsible/Gyms-Dance-Instruction.pdf](https://coronavirus.ohio.gov/static/responsible/Gyms-Dance-Instruction.pdf)
- 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)

Please share this information with employees that provide these services. If you have any questions please contact the Defiance County Health Department, 419-784-3818 or call the Ohio Department of Health COVID-19 call center at 1-833-427-5634.

Sincerely,

Jamie Gerken
Health Commissioner
Defiance County General Health District
**Facilities**

### Mandatory

**Spacing, Capacity, Numbers**
- Limit capacity (employees and members/clients) based on available space and ability to social distance with six feet between members/clients, except in facilities where instructor/student must be in close proximity (i.e. dance instruction, swimming, personal training, etc.).
- Set facility up for social distancing by spacing equipment to provide a six foot radius (as measured from the center of the main operation of the specific piece of equipment) or by disabling equipment (bike, treadmill, elliptical, etc.) to provide a six foot radius.
- For class settings, set up work areas before arrival of students, allowing at least a six foot radius around users.
- Reinforce spacing through training with employees, and reinforcement with members/clients.
- Remove excess seating throughout the facility to discourage lingering.
- Reduce class sizes, if necessary, to accommodate the required six feet of social distancing.
- Eliminate lost and founds.
- Establish log-in procedures for members/clients, and maintain that information for potential contact tracing.

**Sanitization**
- Hand washing or sanitization upon entry to facility.
- Use sanitizer products that meet the CDC guidelines.
- Have sanitizer available throughout the facility for employees and members/clients.
- Provide cleaning products, EPA-approved disinfectants or disinfecting wipes for sanitizing equipment before and after use by clients, with equipment cleaning backed up by employees.
- Routine disinfection of high-contact surfaces, desk workstations, restrooms, pool ladders, as well as, equipment.
- Deep cleaning after hours or during low-use times for 24-hour facilities.

**Signage**
- In entry, post signs requiring social distancing and recommending face coverings.
- Post reminder signage for hand-washing, sanitization of equipment, distancing, etc.

**Air Circulation**

### Recommended Best Practices

**Spacing, Capacity, Numbers**
- When applicable, set aside specific hours for vulnerable populations.
- Provide space at entrance or in lobby area to allow spacing for coat racks and when used, kiosks for check-ins.

**Sanitization**
- If possible, provide foot pedals to open doors, or prop doors open to avoid contact.

**Signage**
- Post sign with COVID-19 screening questions.
- Post directional signage to encourage separation of entrances and exits.

**Air Circulation**
- Limit use of fans.
  - If fan use is necessary, place fans to blow away from members/clients.
- Open exterior doors when possible.
- If available and owner has access, open fresh air handlers.
**Mandatory**

- Provide instruction/education on COVID-19 prevention.
- Encourage employees to take their temperature and perform a self-assessment and not report to work if they are ill or exhibiting symptoms of COVID-19.
- Businesses must require all employees to wear facial coverings, except for one of the following reasons:
  - Facial coverings in the work setting are prohibited by law or regulation
  - Facial coverings are in violation of documented industry standards
  - Facial coverings are not advisable for health reasons
  - Facial coverings are in violation of the business’ documented safety policies
  - Facial coverings are not required when the employee works alone in an assigned work area
  - There is a functional (practical) reason for an employee not to wear a facial covering in the workplace.

(Businesses must provide written justification, upon request, explaining why an employee is not required to wear a facial covering in the workplace. At minimum, facial coverings (masks) should be cloth/fabric and cover an individual’s nose, mouth, and chin.)
- Maintain at least six feet from other employees and members/clients unless instruction makes it impractical.

**Recommended Best Practices**

- Discourage use of locker rooms – encourage members/clients to arrive dressed for a workout and clean up at home.

**Locker Rooms and Public Restrooms**

- Disable, or mark every other or every third locker for non-use to enforce six-foot social distancing requirement. Facilities where lockers are assigned to members are not required to disable lockers but must enforce social distancing requirement.
- Remove any casual seating other than benches by lockers as necessary.
- Clean and disinfect public areas and restrooms every two hours using EPA-registered disinfectants, particularly on high-touch surfaces such as faucets, toilets, doorknobs and light switches.
- If independent showers are available and used, they must be attended and sanitized between each use.
- Disable or close-off communal style showers except for rinsing before and after any pool activity.
- Make sure supplies for handwashing, including soap and materials for drying hands are fully stocked every time the bathroom is cleaned.
- Disable or close-off steam rooms and saunas.
- If towels are provided, they are to be stored in covered, sanitized containers that are clearly delineated clean versus soiled. Appropriate temperatures are to be used when washing and drying towels to ensure sanitation (hot water for washing, ensure they are completely dried). Employees handling towels must wear gloves and face covering.
- Restroom facilities should limit the number of users at any one time based on the facility size current social distancing guidelines. These facilities should be cleaned/sanitized per CDC recommended protocol along with established restroom cleaning schedules.

**Employees**

- Screen for temperature, history, exposure in accordance with CDC recommendations every work period (if symptomatic for illness, do not allow to work).
- Stagger shifts, breaks, and lunches to avoid mass entry/exit.
- Wear gloves when appropriate and possible.
- Dispose of clothes between interactions with members/clients.
<table>
<thead>
<tr>
<th>Mandatory</th>
<th>Recommended Best Practices</th>
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<tbody>
<tr>
<td><strong>Members/Clients</strong></td>
<td>• Provide option to screen for temperature, history, and exposure.</td>
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<tr>
<td>• Check-in upon arrival at facility.</td>
<td>• Wear face coverings, based on activity.</td>
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<tr>
<td>• Members/clients must conduct self-assessment and not enter a facility if they are exhibiting symptoms or have been exposed to COVID-19.</td>
<td>• Provide training/instruction by appointment.</td>
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<td>• When participating in class training, do not arrive more than 10 minutes prior to class.</td>
<td>• Encourage members/clients to bring their own mats, bands, and/or equipment, when appropriate.</td>
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<td>• No socializing or extra-curricular activities.</td>
<td>• In martial arts training, consider elimination of drills done with a partner.</td>
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<td>• Maintain six foot social distancing, except when instruction requires close interaction with instructor/coach.</td>
<td>• At child-centric training/instruction, request parent/guardian wait in parking lot.</td>
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<td>• Partners exercising together and sharing equipment must maintain group segmentation from others exercising.</td>
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<td>• At child-centric training/instruction, limit parents/guardians to one individual.</td>
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<tr>
<td><strong>Indoor Sports</strong></td>
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<td>• Social distancing of six feet will be adhered to unless drills and personal instruction require less separation.</td>
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<td>• Members/Clients will use their own balls/racquets/paddles/equipment.</td>
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<td>• If balls are passed, they must be disinfected after the training session.</td>
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<td>• See other guidance documents for game play and contact competition sports.</td>
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<td><strong>Pools</strong></td>
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<td>• Follow COVID-19 protocols as established by the state for local pools and aquatic centers.</td>
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<tr>
<td><strong>Restaurants, Smoothie Bars, Vending, Drink Stations</strong></td>
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<td>• Follow COVID-19 protocols as established by the state for restaurants.</td>
<td>• Encourage members/clients to bring their own water bottles.</td>
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<td>• Remove or disable water fountains, if they are no-touch stations. If the station requires pushing a button or lever, or pushing the bottle against the dispenser, they must be disabled or sanitized after each use.</td>
<td>• Limit or eliminate grab-and-go stations/vending machines. If vending machines are available, they must be sanitized after each use.</td>
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<tr>
<td><strong>Child Care</strong></td>
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<tr>
<td>• Follow COVID-19 protocols established by the state for child care facilities.</td>
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<td><strong>Confirmed Cases</strong></td>
<td>• Work with local health department to identify potentially infected or exposed individuals to help facilitate effective contact tracing/notifications.</td>
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<td>• Immediately isolate and seek medical care for any individual who develops symptoms while at the facility.</td>
<td>• Once testing is readily available, test all suspected infections or exposures.</td>
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<td>• Shutdown space for deep sanitation, if possible.</td>
<td>• Following testing, contact local health department to initiate appropriate care and tracing.</td>
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</tbody>
</table>
Wet your hands with clean, running water (warm or cold), turn off the tap, and apply soap.

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.

Scrub your hands for at least 20 seconds. Need a timer? Hum the "Happy Birthday" song from beginning to end twice.

Rinse hands well under clean, running water.

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.

1. Stay home when you are sick.
2. Avoid contact with people who are sick.
3. Get adequate sleep and eat well-balanced meals.
4. Wash hands often with water and soap (20 seconds or longer).
5. Dry hands with a clean towel or air dry your hands.
6. Cover your mouth with a tissue or sleeve when coughing or sneezing.
7. Avoid touching your eyes, nose, or mouth with unwashed hands or after touching surfaces.
8. Clean and disinfect “high-touch” surfaces often.
9. Call before visiting your doctor.
10. Practice good hygiene habits.

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/
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.

Avoid touching your eyes, nose, and mouth.

Clean and disinfect frequently touched objects and surfaces.

Avoid close contact with people who are sick.

For more information: www.odh.ohio.gov