**Ford County Organization’s Plan to Re-Open**

Ford County Public Health Department requests a plan to be provided with how entities plan to address the below areas. The health and safety are of the utmost importance during the COVID-19 pandemic. Please keep the following in mind while putting together a re-opening plan.

* Due to the current situation and [Executive Order 2020-32](https://www2.illinois.gov/Documents/ExecOrders/2020/ExecutiveOrder-2020-32.pdf), FCPHD encourages all entities check that insurance coverage, including liability and worker’s compensation, is active and in force.
* FCPHD also encourages businesses to seek guidance and/or approval from any State or Federal regulatory agency, such as the Department on Finance and Professional Regulation, to ensure their licensure or certification allows that business to be open.
* FCPHD also encourages businesses to seek information from any State or Federal regulatory agency to determine what, if any, enforcement action may be taken against them if they choose to open.
* Businesses are located on private property and as such, have the right to refuse service to and request an individual to leave their property if that individual is not complying with the guidelines of that business. FCPHD encourages posting guidelines expected of individuals on private property.
* [Social distancing](https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/social-distancing.html), [face coverings](https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/diy-cloth-face-coverings.html), [spreading COVID-19](https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/how-covid-spreads.html), [contact tracing](https://www.cdc.gov/coronavirus/2019-ncov/php/open-america/contact-tracing.html), and [disinfecting spaces](https://www.cdc.gov/coronavirus/2019-ncov/community/reopen-guidance.html?deliveryName=USCDC_10_4-DM27264).

**Organization/Business Name**:

**Contact Name and number:**

**Email and/or Address:**

1. **Employees**
	* 1. Social Distancing in work and break areas
		2. Hand hygiene
		3. Symptom monitoring \*Please see [CDC reference](https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html)
		4. Face coverings
2. **Guests/Customers/Patrons**
3. Social distancing
4. Hand hygiene
5. Face covering enforcement
6. Public education displayed
7. Occupancy limitations
8. Guest tracking *\*Please develop a way to assist with contact tracing of those frequenting your building in the event of a confirmed case*
9. **General considerations**
10. Disinfecting frequently touched surfaces
11. Restrooms: public and/or employee
12. Timeline of re-opening and any future changes
13. Any additional comments

Signature Date