

# Healthy at Work



Effective April 19, 2021

## **Minimum Requirements for All Entities**

### **1. Physical Distancing**

Entities must ensure, to the extent practicable, that all persons present at the workplace or venue remain a minimum of six (6) feet away from all other persons not from their family/household unless closer interaction is absolutely required to perform their job duties.

Events with 1,000 or fewer persons in a single room or space are limited to the lesser of 60% capacity or the maximum number of individuals that permits appropriate physical distancing.

Events with greater than 1,000 persons in a single room or space are limited to the lesser of 50% capacity or the maximum attendance that permits appropriate physical distancing.

### **2. Facial Coverings**

Entities must encourage all persons to wear a face covering to the fullest extent practicable whenever in a public space in the presence of other person(s) not from the same family/household.

All Entities must require persons to wear a face covering in any indoor space listed in Executive Order 2021-134 (link to order) and any renewal orders, subject to the limited exemptions listed in the same order.

### **3. Hand Washing and Sanitizing**

Entities must supply hand sanitizer (60% alcohol content or higher) for employees and customers and ensure it is available near high-traffic and high-touch areas (e.g., doors or door handles). Entities must also encourage routine and consistent hand washing for employees and customers.

### **4. Ventilation**

Entities are encouraged to conduct activities and events outdoors rather than indoors whenever practicable due to lower risk of COVID-19 transmission outdoors. When activities and events are conducted indoors, Entities should maximize ventilation and air filtration to the fullest extent practicable.

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## 5. Telework

Entities must comply with the capacity restrictions defined in the current Healthy at Work Minimum Requirements document. Entities should operate via phone or internet in place of in-person services to the extent practicable. Employees able to perform their job duties via telework (phone or internet) should do so as much as possible.

## 6. Common Areas

Entities should, to the extent practicable, restrict use of common areas such as lobbies, waiting rooms, break rooms, smoking areas, lunchrooms, and concession areas to maximize physical distancing and reduce congregating.

Where common areas remain necessary, Entities must reconfigure them to ensure to the fullest extent practicable that all persons remain a minimum of six (6) feet away from all other persons not from their family/household unless closer interaction is absolutely required.

## 7. Sanitation

Entities must routinely and consistently sanitize high-contact surfaces and areas (e.g., doorknobs, equipment, workstations, and restrooms) in accordance with [CDC guidance](#).

## 8. Daily Temperature/Health checks

Entities should require employees to undergo daily temperature and health checks; these checks may be either self-administered or administered by the Entities prior to workplace entry. Self-administered temperature and health checks may be performed at home. Entities should refer to [CDC guidance](#) on how to conduct temperature and health checks.

All businesses must instruct employees not to report to work and inform customers through prominently posted signage not to enter the workplace or venue if they are having fever and/or symptoms of COVID-19.

Employees who have a fever and/or any symptoms of COVID-19 should be directed to a health care provider to be tested and instructed to quarantine at home until they receive their test result. This includes employees who passed a temperature and health check prior to reporting to work but became ill during the course of the day.

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## **9. Contact Notification Responsibilities**

Entities must assist public health officials if an employee or customer tests positive for or is exposed to COVID-19 at their workplace or venue. This assistance includes, but is not limited to, providing work schedule, workstation, hours or shifts worked, when the exposure potentially occurred, and the names and contact information of other person(s) potentially exposed to the virus.

## **10. Industry and/or Activity-Specific Guidance**

All Entities must comply with these Healthy at Work Minimum Requirements.

In addition, all Entities must comply with supplemental industry and/or activity-specific Healthy at Work guidance documents relevant to them.

For issues not specifically covered in these minimum requirements, business owners should contact their appropriate regulatory body and/or local health department to ensure compliance with COVID-19 protocols.

**[If entities fail to comply with this guidance, they can be reported to KYSAFER at 833-KYSAFER or \[kysafer.ky.gov\]\(https://kysafer.ky.gov\).](#)**