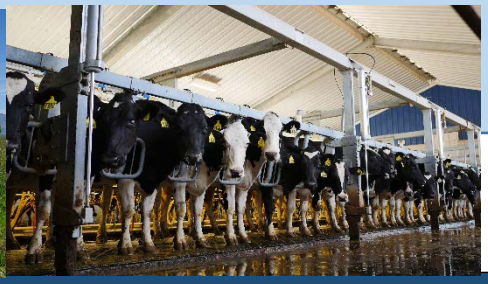
NEVADA HEALTH RESPONSE

Roadmap to Recovery for Nevada

Agriculture



	Mandatory*	Recommended Best Practices*
Employees	● Face coverings are required inside facilities and for any interaction where a 6 feet distance is not possible. ● Provide disposable gloves to employees in manufacturing facilities and indoor operations. ● Employers must perform daily symptom assessment of employees.** ● Require employees to stay home if symptomatic. ● Require frequent and thorough hand washing, including providing workers, customers, and worksite visitors with a place to wash their hands. If soap and running water are not immediately available, provide alcohol-based hand sanitizer.	● Provide hand sanitizer stations. ● Take temperatures of employees daily and/or ask screening questions for COVID-19. ● Post informational signs regarding social distancing, facial coverings, and what to do if symptomatic.
Shift Patterns	● Alternate end-of-day shift changes for social distancing for large operations.	● Provide hand sanitizer stations. ● Consider staggered shifts to ensure minimum 6 feet between people.
Shared Spaces/ Workstations	● Ensure minimum 6 feet between people; if not possible, install barriers. ● Regularly disinfect all high touch surfaces inside facilities and shared agriculture equipment between uses by different employees. ● Daily deep disinfection of high contact surfaces (e.g. door handles, light switches, seats, railings, cabinetry handles, appliance handles, toilets, countertops, phones, tables, etc.). ● Do not use communal water fountains.	● Encourage employees to disinfect their workstations, if applicable, regularly. ● Establish a regular cleaning schedule. ● Limit congregation in shared spaces. ● Divide essential staff into groups and establish rotating shifts. ● Close lunch rooms, breakrooms or other gathering spaces, if they exist, or conduct regular cleaning.
Confirmed Cases	● Immediately isolate and seek medical care for any individual who develops symptoms while at work and follow CDC guidelines. ● Contact the local health district about suspected cases or exposures. Employers should maintain the confidentiality of employee health information. ● Shutdown any facility for deep cleaning and disinfection, if possible. ● Use disinfectants outlined on EPA List N.	● Work with local health department to identify potentially infected or exposed individuals to help facilitate effective contact tracing/notifications. ● Once testing is readily available, test all suspected infections or exposures. ● Following testing, contact local health department to initiate appropriate care and tracing.

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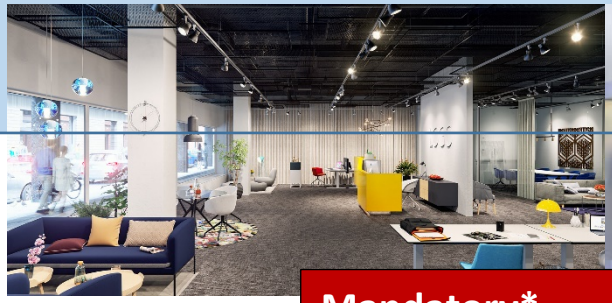
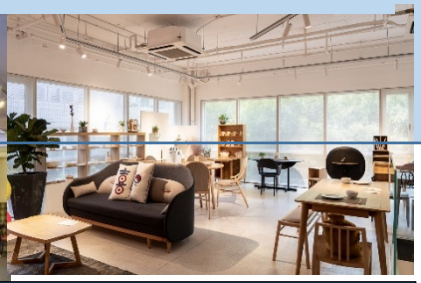
NEVADA HEALTH RESPONSE

Roadmap to Recovery for Nevada

Appliance and Furniture Showrooms





	Mandatory*	Recommended Best Practices*
Employees & Customers	● Ensure minimum 6 feet between people; if not possible, install barriers. Place markers to indicate 6 feet. ● Employers must perform daily symptom assessment of employees.** ● Require employees to stay home if symptomatic. ● Require frequent and thorough hand washing, including providing workers, customers, and worksite visitors with a place to wash their hands. If soap and running water are not immediately available, provide alcohol-based hand sanitizer. ● Face coverings are required for employees. ● Handshakes, high fives, hugs, first and elbow bumps and other greetings are not allowed.	● Provide hand sanitizer stations to customers. ● Stagger or limit arrivals of employees and customers. ● Assign one sales representative only to a customer. ● Post informational signs regarding social distancing, facial coverings, and what to do if symptomatic. ● Train staff on new operation plan. ● Consider allowing employees to enter through a separate door than customers. ● Encourage customers to wear facial coverings.
Shift Pattern	● Alternate shift changes. ● Stagger lunch and break times.	● Split into sub-teams, limit contact across sub-teams. ● Enact standards for different aspects of the business and teams (e.g. delivery, fleet, warehouse).
Shared Spaces/ Showroom/ Workstations	● Number of customers in showroom areas may not exceed 50% of the area's listed fire code capacity. ● Daily deep disinfection of high contact surfaces (e.g. door handles, light switches, seats, railings, cabinetry handles, appliance handles, toilets, countertops, phones, tables, etc.). ● Space showroom floor to allow for distancing. ● Staff meetings should be limited to 10 employees with social distancing protocols. ● Limit the number of people in an elevator, if applicable. ● Do not use communal water fountains. ● Use fabric sanitizer for all soft goods. ● Use mattress protectors for the mattresses. ● Provide bedding for each customer to use to test mattresses.	● Close gathering spaces, if possible, or conduct regular cleanings. ● Consider virtual meetings over in-person meetings. ● Limit shared spaces to one team or customer group at a time. ● Limit item sharing.
Confirmed Cases	● Immediately isolate and seek medical care for any individual who develops symptoms while at work and follow CDC guidelines. ● Contact the local health district about suspected cases or exposures. Employers should maintain the confidentiality of employee health information. ● Shutdown any facility for deep cleaning and disinfection, if possible. ● Use disinfectants outlined on EPA List N.	● Work with local health department to identify potentially infected or exposed individuals to help facilitate effective contact tracing/notifications. ● Once testing is readily available, test all suspected infections or exposures. ● Following testing, contact local health department to initiate appropriate care and tracing.

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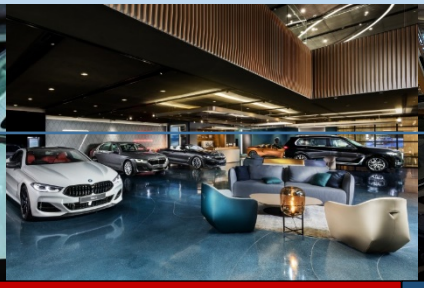
NEVADA HEALTH RESPONSE

Roadmap to Recovery for Nevada

Auto Dealerships



	Mandatory*	Recommended Best Practices*
Employees, Distributors & Guests	● Ensure minimum 6 feet between people; if not possible, install barriers. ● Employers must perform daily symptom assessment of employees.** ● Require employees to stay home if symptomatic. ● Require frequent and thorough hand washing, including providing workers, customers, and worksite visitors with a place to wash their hands. If soap and running water are not immediately available, provide alcohol-based hand sanitizer. ● Stagger or limit arrivals of employees and guests. ● Face coverings are required for employees. ● Test drives should be limited to the customer and the customer's household members, and vehicles should be sanitized after each test drive.	● Train staff on new operation plan. ● Post informational signs regarding social distancing, facial coverings, and what to do if symptomatic. ● Face coverings are recommended for all customers and guests. ● Wear disposable latex or nitrile gloves when handling paperwork.
Shift Pattern	● Change shift patterns (e.g. fewer shifts). ● Stagger lunch and break times.	● Split into sub-teams, limit contact across sub-teams. ● Personnel should work from home if possible.
Physical Spaces/ Workstations	● Ensure a minimum of 6 feet between people, adjust floor plan for tables – they must be 12 feet apart. ● Daily deep disinfection of high contact surfaces (e.g. door handles, light switches, seats, railings, cabinetry handles, appliance handles, toilets, countertops, phones, tables, etc.). ● Space factory floor to allow for distancing. ● Regularly disinfect all high-touch surfaces inside facilities. ● Number of customers in showroom areas may not exceed 50% of the area's listed fire code capacity.	● Close gathering spaces, if possible, or conduct regular cleanings. ● Provide hand sanitizer dispensers.
Confirmed Cases	● Immediately isolate and seek medical care for any individual who develops symptoms while at work and follow CDC guidelines. ● Contact the local health district about suspected cases or exposures. Employers should maintain the confidentiality of employee health information. ● Shutdown any facility for deep cleaning and disinfection, if possible. ● Use disinfectants outlined on EPA List N.	● Work with local health department to identify potentially infected or exposed individuals to help facilitate effective contact tracing/notifications. ● Once testing is readily available, test all suspected infections or exposures. ● Following testing, contact local health department to initiate appropriate care and tracing.

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NEVADA HEALTH RESPONSE

Roadmap to Recovery for Nevada

Banking and Financial Services

	Mandatory*	Recommended Best Practices*
Employees & Customers	● Ensure minimum 6 feet between people, if not possible, install barriers. ● Face coverings are required for all employees. ● Provide disposable gloves to employees handling money or other similar transactions. ● Employers must perform daily symptom assessment of employees.** ● Require employees to stay home if symptomatic. ● Require frequent and thorough hand washing, including providing workers, customers, and worksite visitors with a place to wash their hands. If soap and running water are not immediately available, provide alcohol-based hand sanitizer. ● Reduce sharing of work materials. ● Limit travel as much as possible. ● Limit number of people on common use elevators.	● Provide hand sanitizer stations. ●Take temperatures of employees daily upon entry and/or ask screening questions for COVID-19 symptoms. ● Consider providing some business transactions over the phone or Internet to avoid in-person interactions. ● Continue to encourage online banking and drive-through ATM service (if available). ● Post informational signs regarding social distancing, facial coverings, and what to do if symptomatic.
Shift Patterns	● Personnel should work from home whenever possible and feasible.	● Consider staggered shifts to ensure a minimum of 6 feet between people. ● Alternate end-of-day shift changes for social distancing. ● Divide essential staff into groups and establish rotating shifts.
Shared Spaces/ Workstations	● Routinely disinfect all high touch surfaces (e.g. door handles, light switches, sinks, toilets, countertops, phones, tables, cabinetry handles, appliance handles, stairways/stairwells, etc.). ● Do not use communal water fountains. ● Cancel/postpone in-person events when special distancing guidelines cannot be met. ● No self-serve food in cafeteria or other common area. ● Establish maximum capacity (e.g. 50% of fire code).	● Redesign/space workstations for 6 feet or more of distance. ● Close cafeteria and gathering spaces, if possible, or conduct regular cleanings. ● Utilize teleconference methods to avoid in-person gatherings. ● Limit congregation in office spaces. ● Availability of at least 3 weeks of cleaning supplies.
Confirmed Cases	● Immediately isolate and seek medical care for any individual who develops symptoms while at work. ● Contact the local health district about suspected cases or exposures. Employers should maintain the confidentiality of employee health information. ● Shutdown facility for deep cleaning and disinfection, if possible. ● Use disinfectants outlined on EPA List N.	● Work with local health department to identify potentially infected or exposed individuals to help facilitate effective contact tracing/notifications. ● Once testing is readily available, test all suspected infections or exposures. ● Following testing, contact local health department to initiate appropriate care and tracing.

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NEVADA HEALTH RESPONSE

Roadmap to Recovery for Nevada

Barber Shops and Barber Schools

Mandatory*

Prepare to Reopen

1. Evaluate the layout of the Barber Shop or Barber School:
    a. Use every other chair/station or arrange seating at least 6 feet apart to create separation.
2. Establish New Policies and Schedule:
    a. Stagger employee's schedules to minimize the risk of overcrowding.
    b. Stagger theory/lab/clinic instructional delivery schedules to facilitate smaller groups.
    c. Require appointment scheduling and/or require walk-ins to wait outside.
    d. Alert and train staff about new policies and procedures.
    e. Alert students and clients about new policies and procedures.
    f. Require barbers to wear a mask, require clients to wear a mask when possible.
    g. Require a freshly laundered or disposable chair cloth (cape) to be used for each client. Buy either plastic capes which can be disinfected on site or disposable plastic chair cloths.
3. Communication:
    a. Put any new policies and procedures for staff, students, and clients in writing.
4. Products and Supplies:
    a. Order personal protection equipment, primarily masks and client capes.
    b. Maintain a sufficient amount of cleaning and disinfecting products.
    c. Maintain a sufficient number of tools and implements to always have clean items available.
    d. Maintain inventory control of supplies and materials to ensure availability when needed.

Prior to Reopening

1. Reception Area:
    a. Remove all magazines and non-essential items in the waiting area that cannot be disinfected.
    b. Clean and disinfect all hard, non-porous surfaces. Anything that is touched must be cleaned and disinfected.
    c. Keep any products clean and dust free.
    d. Place a sign in the window to notify clients that you are practicing proper infection control. Post informational signs regarding social distancing, facial coverings and what to do if symptomatic
2. Work Stations:
    a. Clean and disinfect station.
    b. Clean and disinfect all tools and implements and store in a closed, clean drawer or cabinet.
    c. Clean and disinfect all electrical implements used in services.
    d. Clean and disinfect chair and headrest.
    e. Ensure that single use items are new.
3. Restrooms:
    a. Clean and disinfect everything.
    b. Remove all products that do not belong in restroom. Do not use the restroom as a storage room.
4. Laundry:
    a. Any linens that were left in the salon prior to closure should be laundered.
    b. Launder all linens in hot water and dry on high heat.
    c. All linens should be stored in a clean cabinet.
5. Sinks:
    a. Clean and disinfect all sinks, including handles, hoses, and spray nozzles.

Opening of Barber Shops & Barber Schools

1. Practical Changes:
    a. Stagger appointments or have clients wait in their car until you are ready for them.
    b. Follow the 6 feet social distancing rule. This will allow for the business to accommodate a maximum 10 people for every 250 square feet. You must practice social distancing of 6 feet except for when a barber is working on a client.
    c. Optional to take clients temperature. Anything over 100.4 degrees Fahrenheit, you should refuse service.
    d. Before working on a client, you should ask the following questions:
        i. Have you traveled outside the country or state in the last 14 days?
        ii. Have you experienced any COVID-19 symptoms (e.g. fever, cough, or trouble breathing) in the last 14 days?
        iii. Recommend a 14-day waiting period to clients answering "yes" to any question.
    e. If any staff is experiencing any COVID-19 symptoms (e.g. fever, cough, or trouble breathing), they should not be at work for a minimum 14-day period.
    f. For the time being, you should not allow any magazines, candy dishes, coffee pots, etc. in the barber shop/barber school.
    g. If possible, encourage clients to use a method of payment that does not require touch. If you are using any form of payment that requires touch, you must sanitize between every use.
    h. You must wash your hands before and after each client. If gloves are worn, they must be discarded after each client.
    i. Have clients wash their hands upon entering barber shop/barber school or use hand sanitizer.
    j. Wear a mask (facial covering) while in the barber shop/barber school. Clients should also be asked to wear one when they can.
    k. Sanitize and disinfect all surfaces at the start of the day and every 1-2 hours depending on traffic (e.g. door handles, countertops, registers, phones, etc.).
    l. Sanitize and disinfect the chair after each client.
    m. Clean chair cloth (cape) for each client. Consider using disposable capes, and discard after each client. If cape is able to be disinfected, you must rotate capes and disinfect after each client.
    n. Daily deep disinfection of high contact surfaces (e.g. door handles, light switches, seats, railings, cabinetry handles, appliance handles, toilets, countertops, phones, tables, etc.).
    o. Do not shake hands. There are safer ways to welcome a client in.
2. Disinfectants/PPE:
    a. Disinfectants must be EPA-registered and labeled as bactericidal, virucidal, and fungicidal.
    b. There is a list of approved disinfectants on the EPA website.
    c. The first step to disinfection is sanitizing. The proper way to sanitize is wash with soap and water, chemical cleaners, wipes, etc. When you have done that, disinfect with an EPA approved disinfectant. Please follow manufacturer's directions for proper disinfectants. Most of the immersion or sprays are 10-minute kill time, where wipes are usually 2-4 minutes. Refer to manufacturer's directions.
    d. Barbicide should be changed every day or more, if it becomes contaminated. The correct way to mix it is ¼ cup or 2 ounces concentrate to 4 cups or 32 ounces water. Implements must stay submerged for a minimum of 10 minutes.
3. Hand Hygiene:
    a. Wash hands with soap and water for 20 seconds before and after every client.
    b. Require regular handwashing upon arrival, before meals and breaks, after using the restroom, blowing nose and before returning home.
4. Tracking COVID-19:
    a. In the course of contact with clients, if the barber should hear about anyone in their barber shop/barber school with COIVD-19 symptoms, they should contact the Nevada Health Department.
5. Resources:
    a. Nevada State Barber's Health and Sanitation Board
    b. EPA
    c. CDC
    d. Barbicide
    e. Southern Nevada Health District
    f. Miladay

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NEVADA HEALTH RESPONSE

Roadmap to Recovery for Nevada

Drive-In Operations

	Mandatory*	Recommended Best Practices*
Employees & Guests	● Ensure a minimum of 6 feet between people. ● Employees must wear face coverings for interactions with the public and when other employees are present indoors. ● Employers must perform daily symptom assessment of employees.** ● Require employees to stay home if symptomatic. ● Require frequent and thorough hand washing, including providing workers, customers, and worksite visitors with a place to wash their hands. If soap and running water are not immediately available, provide alcohol-based hand sanitizer. ● Post informational signs regarding social distancing, facial coverings and what to do if symptomatic. ● Guests may not leave their vehicles except to visit the restroom.	● Provide hand sanitizer stations.
Shift Pattern		● Change shift patterns (e.g., fewer shifts).
Shared Spaces	● Drive-in shall be accessible only to persons in vehicles for movies and drive-in religious services. Pedestrians shall not be permitted access to drive-in theaters. ● Ensure vehicles are spaced at least 10 feet apart. ● Daily deep disinfection of high contact surfaces (e.g. door handles, light switches, seats, railings, cabinetry handles, appliance handles, toilets, countertops, phones, tables, etc.). ● Access to restrooms shall be limited to one person, plus a minor child or a person needing physical assistance, at a time. ● Restrooms must be sanitized every 30 minutes. ● Do not use communal water fountains. ● Snack bar and entertainment areas shall remain closed.	● Daily deep disinfection of entire facility. ● Disinfect shared spaces between uses.
Confirmed Cases	● Immediately isolate and seek medical care for any individual who develops symptoms while at work and follow CDC guidelines. ● Contact the local health district about suspected cases or exposures. Employers should maintain the confidentiality of employee health information. ● Shutdown any facility for deep cleaning and disinfection, if possible. ● Use disinfectants outlined on EPA List N.	● Work with local health department to identify potentially infected or exposed individuals to help facilitate effective contact tracing/notifications. ● Once testing is readily available, test all suspected infections or exposures ● Following testing, contact local health department to initiate appropriate care and tracing.

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NEVADA HEALTH RESPONSE

Roadmap to Recovery for Nevada

Food Establishments

	Mandatory*	Recommended Best Practices*
Employees, Distributors & Guests	● Ensure a minimum 6 feet between people, if not possible, install barriers ● Employers must perform daily symptom assessment of employees.** ● Employees must wear face coverings. ● Require employees to stay home if symptomatic. ● Require frequent and thorough hand washing, including providing workers, customers, and worksite visitors with a place to wash their hands. If soap and running water are not immediately available, provide alcohol-based hand sanitizer. ● Customers waiting to be seated must wait outside and must practice social distancing from people not in their household.	● Face coverings are recommended for guests. ● Try to seat no more than 5 unless the group is from the same household. ● Provide hand sanitizer stations. ● Post informational signs regarding social distancing, facial coverings, and what to do if symptomatic. ● Stagger or limit arrivals of employees and guests.
Shift Pattern		● Split into sub-teams, limit contact across sub-teams. ● Reduce pace to allow less FTEs per line. ● Stagger lunch and break times.
Physical Spaces/ Workstations	● Ensure a minimum of 6 feet between people; adjust floor plan for tables and booths to accommodate social distancing. ● Maximum occupancy for onsite dining must be 50% of the maximum seating capacity under normal circumstances, excluding bar seating. ● Close bar areas for seating. ● Daily deep disinfection of high contact surfaces (e.g. door handles, light switches, seats, railings, cabinetry handles, appliance handles, toilets, countertops, phones, tables, etc.). ● Buffets, cafeterias, and self-serve dining facilities are closed.	● Daily deep disinfection of entire facility. ● Try to seat no more than 5 unless the group has already been together. ● Consider disposable menus and single-use utensils, cups, and plates. ● Require reservations to manage occupancy.
Confirmed Cases	● Immediately isolate and seek medical care for any individual who develops symptoms while at work and follow CDC guidelines. ● Contact the local health district about suspected cases or exposures. Employers should maintain the confidentiality of employee health information. ● Shutdown any facility for deep cleaning and disinfection, if possible. ● Use disinfectants outlined on EPA List N.	● Work with local health department to identify potentially infected or exposed individuals to help facilitate effective contact tracing/notifications. ● Once testing is readily available, test all suspected infections or exposures. ● Following testing, contact local health department to initiate appropriate care and tracing.

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Roadmap to Recovery for Nevada

General Office Environments

	Mandatory*	Recommended Best Practices*
Employees and Visitors	● Ensure minimum 6 feet between people; if not possible, install barriers. ● Face coverings are required for all employees, unless not advisable by a healthcare professional, against documented industry best practices, or not permitted by federal or state laws/regulations. A face covering is not required if an employee is working alone in an enclosed office space. ● Employers must perform daily symptom assessment of employees.** ● Require employees to stay home if symptomatic. ● Require frequent and thorough hand washing, including providing workers, customers, and worksite visitors with a place to wash their hands. If soap and running water are not immediately available, provide alcohol-based hand sanitizer. ● Limit travel as much as possible. ● Stagger arrival of all employees and guests.	● Reduce sharing of work materials. ● Face coverings are recommended for all customers and guests. ● Enable natural workplace ventilation. ● Health questionnaire for symptoms at entry. ● Post informational signs regarding social distancing, facial coverings, and what to do if symptomatic. ● Encourage personnel to work from home whenever possible and feasible with business operations.
Physical Spaces	● Prohibit gatherings of 10 or more people where social distancing of at least 6 feet cannot be achieved. ● Ensure frequent disinfection of desks, workstations, and high-contact surfaces. ● Daily deep disinfection of high contact surfaces (e.g. door handles, light switches, seats, railings, cabinetry handles, appliance handles, toilets, countertops, phones, tables, etc.). ● Cancel/postpone in person events when special distancing guidelines cannot be met. ● No self-serve food in cafeteria. ● Utilize disposable tableware and other materials. ● Establish maximum capacity (e.g. 50% of fire code).	● Redesign/space workstations for 6 feet or more of distance. ● Close cafeteria and gathering spaces, if possible, or conduct regular cleanings. ● Divide essential staff into groups and establish rotating shifts. ● Availability of at least 3 weeks of cleaning supplies.
Confirmed Cases	● Immediately isolate and seek medical care for any individual who develops symptoms while at work and follow CDC guidelines. ● Contact the local health district about suspected cases or exposures. Employers should maintain the confidentiality of employee health information. ● Shutdown any facility for deep cleaning and disinfection, if possible. ● Use disinfectants outlined on EPA List N.	● Work with local health department to identify potentially infected or exposed individuals to help facilitate effective contact tracing/notifications. ● Once testing is readily available, test all suspected infections or exposures. ● Following testing, contact local health department to initiate appropriate care and tracing.

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NEVADA HEALTH RESPONSE

Roadmap to Recovery for Nevada

Hair Care Salons

Mandatory

Infection Prevention Item Checklist

- Disinfectant Concentrate outlined on EPA List N, Disinfectant Container, Disinfectant Spray/Wipes, Disposable Gloves, Hand Sanitizer, Liquid Soap, Face Mask, Protective Eyewear, Spray Bottle, Storage Container (products/tools), Surface Cleaning Products, Towels (cloth/paper), Waste Container, and Water.

General/ Operational Salon Equipment Checklist

- Audio/Visual Equipment, Cash Registers, Credit/Debit Card Systems, Dispensary Cabinetry, Dispensary Sinks, Handwashing Stations, Lighting Equipment, Lobby Furniture, Personal Protective Equipment, Phones, Reception Computers, Reception Desks, Restroom Fixtures, Stocked Cleaning Supplies, Stocked Disinfectants, Soiled Items/Towel Bins, Towel Storage, and Washer/Dryer.
- Consult the Nevada State Board of Cosmetology for disinfection information.

Hair Care Salon Equipment Checklist

- Backbar, Hair Dryer Stations, Mirrors, Service Product Storage, Service Tool Storage, Service Workstations, Shampoo Chairs, and Tool/Implement Trolleys.
- Consult the Nevada State Board of Cosmetology for disinfection information.

Hair Care Tools & Implements

1. Disposable Item/Thrown Away After One Use:
    a. Cotton
    b. Cotton Swabs
    c. End Papers
    d. Aluminum Foils
    e. Neck Strips
    f. Paper Towles
    g. Plastic Caps
    h. Thread
2. Disinfect by Submerging, Spraying, or Wiping with Disinfectant:
    a. Applicator Bottles
    b. Brushes (Synthetic)
    c. Clipper Blades/Guards
    d. Combs
    e. Curved Needles
    f. Hair Clips
    g. Hair Rollers
    h. Measuring Instruments
    i. Perm Rods
    j. Product Applicator Brushes
    k. Product Bowls
    l. Razors
    m. Shears
    n. Spatula/Whisks
    o. Spray Bottles

Hair Care Tools & Implements

3. Disinfect by Spraying or Wiping with Disinfectant:
    a. Blow Dryers
    b. Clippers
    c. Curling/Flat Irons
    d. Timers
    e. Trimmers
4. Launder in Washer/Dryer:
    a. Capes/Drapes
    b. Towels

Steps to Maintain Disinfected Tools & Implements

1. Disposable/Thrown Away after One Use:
    a. Once a single-use item has been used, it must be disposed of into the trash.
2. Disinfect by Submerging in Disinfectant:
    a. Remove all visible debris.
    b. Clean with soap and warm water.
    c. Submerge in an EPA registered disinfectant following the label's instructions.
    d. Rinse, dry, and store in a clean, closed container.
3. Disinfect by Spraying or Wiping with Disinfectant:
    a. Remove all visible debris.
    b. Clean with soap and warm water.
    c. Spray or wipe items with an EPA registered disinfectant, so that item remains visibly wet for the recommended contact time.
    d. Rinse, dry, and store in a clean, closed container.
4. Launder in Washer/Dryer:
    a. Wash with detergent on hot cycle.
    b. Dry immediately on hot cycle until completely dry.
    c. Store in dust-free closed cabinets.

Disinfected Equipment

- Clean and disinfect all surfaces that come in contact with consumers, following the manufacturer's directions, as product contact times and other factors may impact a product's effectiveness.
- Consult the Nevada State Board of Cosmetology for disinfection information.

Additional Protocols

- Require regular handwashing upon arrival, before meals and breaks, after using the restroom, blowing nose and before returning home.
- Post informational signs regarding social distancing, facial coverings and what to do if symptomatic.
- Daily deep disinfection of high contact surfaces (e.g. door handles, light switches, seats, railings, cabinetry handles, appliance handles, toilets, countertops, phones, tables, etc.).

Prior to Phase 1, all businesses providing aesthetic services and spas were closed as non-essential businesses. In Phase 1, the only such businesses that are allowed to re-open are hair salons, nail care salons and barber shops that are licensed by the Nevada Board of Cosmetology or the State Barber's Health and Sanitation Board. These businesses must follow the strict guidance set forth under Section 16 of Emergency Directive 018 and the guidance issued by their respective licensing boards. All other businesses providing aesthetic services, including skin care services, and spas remain closed. There's more information on business that will remain closed in our Phase 1 reopening guidance here.

There has been some confusion about whether certain prohibited services (facials, waxings) can be performed in a facility allowed to open (e.g., hair or nail salon). For clarity, if a type of business has not been opened in Phase 1, that particular activity is not allowed to be provided at a business that has explicitly been open. For example, a hair or nail salon that has been allowed to open in Phase 1 under certain criteria and guidelines, may NOT also allow facials or other prohibited activities continue just because they are open for hair or nail care services.

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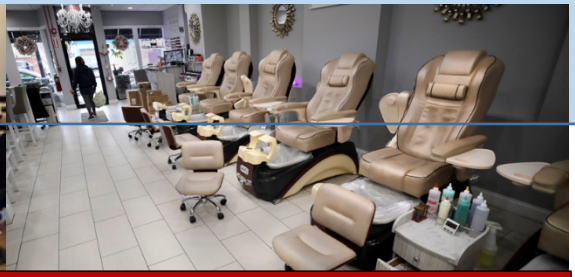
NEVADA HEALTH RESPONSE

Roadmap to Recovery for Nevada

Nail Care Salons



Mandatory*

Infection Prevention Item Checklist

- Disinfectant Concentrate outlined on EPA List N, Disinfectant Container, Disinfectant Spray/Wipes, Disposable Gloves, Hand Sanitizer, Liquid Soap, Face Mask, Protective Eyewear, Spray Bottle, Storage Container (products/tools), Surface Cleaning Products, Towels (cloth/paper), Waste Container, and Water.

General/ Operational Salon Equipment Checklist

- Audio/Visual Equipment, Cash Registers, Credit/Debit Card Systems, Dispensary Cabinetry, Dispensary Sinks, Handwashing Stations, Lighting Equipment, Lobby Furniture, Personal Protective Equipment, Phones, Reception Computers, Reception Desks, Restroom Fixtures, Stocked Cleaning Supplies, Stocked Disinfectants, Soiled Items/Towel Bins, Towel Storage, and Washer/Dryer.
- Consult the Nevada State Board of Cosmetology for disinfection information.

Nail Care Salon Equipment Checklist

- Hot Towel Machines, Manicure Stations, Paraffin Warmers, Pedicure Chairs, Pedicure Stations, Polish Swatches, and UV/LED Lights.
- Consult the Nevada State Board of Cosmetology for disinfection information.

Nail Care Tools & Implements

1. Disposable Item/Thrown Away After One Use:
    a. Aluminum Foils
    b. Cotton
    c. Disposable Product Applicators
    d. Nail Buffers
    e. Nail Files
    f. Orangewood Sticks
    g. Foot Files
    h. Pumice Stones
    i. Sanders and Sleeves for Drills
2. Disinfect by Submerging, Spraying, or Wiping with Disinfectant:
    a. Cuticle Pushers
    b. Dappen Dishes
    c. Drill Instrument Heads
    d. Finger Bowls
    e. Nail Clippers
    f. Nail Nippers
    g. Nail Tip Cutters
3. Disinfect by Spraying or Wiping with Disinfectant:
    a. Nail Brushes
    b. Electric Drills
    c. Nail Enhancement Brushes
    d. Pedicure Bowls
    e. UV/LED Lights
4. Launder in Washer/Dryer:
    a. Towels

Steps to Maintain Disinfected Tools & Implements

1. Disposable/Thrown Away after One Use:
    a. Once a single-use item has been used, it must be disposed of into the trash.
2. Disinfect by Submerging in Disinfectant:
    a. Remove all visible debris.
    b. Clean with soap and warm water.
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Disinfected Equipment

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Additional Protocols

- Require regular handwashing upon arrival, before meals and breaks, after using the restroom, blowing nose and before returning home.
- Post informational signs regarding social distancing, facial coverings and what to do if symptomatic.
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NEVADA HEALTH RESPONSE

Roadmap to Recovery for Nevada

Real Estate/Leasing

Pursuant to Section 6 of Declaration of Emergency Directive 013, open house showings, and in-person showings of single family and multi-family residences currently occupied by renters of real estate on the market for sale, are prohibited until May 15, 2020. The provision does not prohibit the use of existing three-dimensional (3-D) interactive property scans, virtual tours, and virtual staging to showcase a property, and it allows, but does not require, the tenant to agree to provide photos, videos, or other virtual access to the property owners for this use. Additionally, Section 6 of the Declaration of Emergency Directive 013 provides that real estate professionals engaged in real estate sales during the state of emergency shall adopt precautionary measures and COV ID-19 risk mitigation practices to minimize the risk of spreading the disease and are encouraged to avoid in-person transactions and services to the extent practicable. The provisions set forth in Section 6 of the Declaration of Emergency Directive 013 shall not be construed to limit the sales of real estate during the state of emergency.

Team Member Guidance:

- **Team Member Safety**:
    - Your team members must be able to work safely in the community and must observe the Centers for Disease Control (CDC) guidelines **at all times**. Full CDC guidance can be found here.
    - Consider reminding your team that working outside their home continues to be voluntary.
    - If your team members are healthy, not in a high-risk category, able and willing to support your team, and support customers face-to-face, consider allowing them to do so. For those team members that cannot do so, consider no consequences, no repercussions, and no retaliation against them.
    - Encourage open dialogue with your team members and ensure proper record keeping regarding the communication.
    - Require frequent and thorough hand washing, including providing workers, customers, and worksite visitors with a place to wash their hands. If soap and running water are not immediately available, provide alcohol-based hand sanitizer.
    - Remind your team to practice social distancing by keeping six (6) feet of separation between themselves and others.
    - Post informational signs regarding social distancing, facial coverings and what to do if symptomatic.

- Daily deep disinfection of high contact surfaces (e.g. door handles, light switches, seats, railings, cabinetry handles, appliance handles, toilets, countertops, phones, tables, etc.). Use disinfectants outlined on EPA List N.
- Empower sales agents to cancel appointments and request cleaning or disinfecting if she/he ever feels unsafe in a sales office.

- **Team Members Age 65 Years or Older or Have a Personal Immune or Respiratory Health Condition:**
  - Based on currently available information and clinical expertise, the CDC states that older adults (65 years and above) and people of any age who have serious underlying medical conditions might be at higher risk for severe illness from COVID-19.
  - Due to that, consider allowing those who are age 65 or older to work virtually from home until conditions change. Prepare for your sales agents that are in this category to not work on-site at the sales offices or models. The same provisions should apply to sales agents of any age who have respiratory, heart, kidney, liver, diabetes or other immune-compromised (e.g. cancer) health conditions.
- **Follow State and Local Authority Requirements at All Times**:
  - There are state and local laws and ordinances, specific to each city or county in some cases, that determine whether and under what circumstances we can perform elements of our business. You must know, understand, and follow these requirements, with help from your regional counsel. These requirements can include but are not limited to:
    - Signage;
    - Cleaning schedules;
    - Personal protective equipment; and
    - Other things specific to an area.
- **Daily Confirmation from Agents/Team Members at New Developments**:
  - You should consider having your team members email their Owner Developer, Broker and/or Office Manager confirming their willingness to volunteer to work at their assigned community and that they are healthy and symptom-free of COVID-19. Owner Developer, Broker and/or Office Managers should save all the daily emails in a virtual or physical folder to maintain records.
  - The following questions should be answered by your team members in the daily email:
    - Please confirm that their decision to work at a physical sales model/office location is completely voluntary.
    - Are they and everyone in their home feeling well? No respiratory illness or any flu-like symptoms or a fever? And, no current quarantine orders?
    - Do they know if they or an immediate family/friend have been exposed to COVID-19?
    - Based on CDC recommendation for those that are at higher risk, confirm that they are under the age requirement and exempt from any of these health conditions.

Sales Office and Model Home Guidance:

- **Number of People Allowed**:
  - Staff accordingly, but not excessively. In some cases, for larger communities it may be necessary to have more than one agent on-site. However, the overall number should be limited to maintain safe social distancing practices.

- Sales partners must make their best efforts to not set customer appointments on the same day in order to minimize the number of unique people in the space during that day. If this can't be avoided, a full cleaning of the space must be conducted in between showings – whether on the same day or not.
- Customers are limited to two (2) individuals at a specific appointment, plus one (1) engaged broker/realtor, and only if allowed under local rules. At no time, should there be more than four (4) individuals (may be limited to three (3) in certain jurisdictions) in a sales model at any given time. Children under 12 years of age should not be allowed in sales offices or models at any time.
- All visitors to the sales offices/models must sign-in. A record of each appointment or visit should be made.
- Social distancing must always be maintained.
- If a customer arrives unannounced, a sales agent may proceed to make a "real-time" appointment as long as the above rules are followed, the new appointment will not conflict with a previously scheduled appointment, and only if the customer (and broker/realtor, if applicable) properly answers the questions listed below under "Customer Questions Prior to Appointment." The space they are viewing should also be cleaned prior to showing.

- **Meeting with Customers at Communities**:
  - Based on the size of offices, please avoid using them during this period of adjusted protocols. Instead, sales agents may want to send their customers through the sales office entrance, topography maps, and touchscreens (if applicable) directly to the model homes, and/or utilize the following social distancing and cleanliness best practices:
    - If you utilize a touch screen, please take the lead and use this tool to show your customers different features of the models. Please ask the customer to refrain from touching the screen directly as you will operate the device for them.
    - Set-up a make-shift desk area using the dining tables and/or kitchen and bar counters in the models to accommodate six (6) feet of social distancing.
    - Consider using an online program for completing sales contracts. Avoid physical sharing of pens, paper, or other objects during your appointments.
    - Continue with prior protocol of social distancing, no handshakes, or any other type of physical contact.
    - In some locations, local authorities have recommended that individuals wear face covers (masks) when in public places. For sales agents in these areas, please follow local recommendations and wear face coverings while at your community sales models meeting customers. In other jurisdictions where local authorities have not made face mask requests, you should still encourage your team members to wear facial coverings. **REMINDER –**Based on the above CDC recommendations, sales representatives and RSM's should follow all **Disinfecting Protocols** at their respective communities.

- **Customer (and Broker/Agent, if applicable) Questions Prior to Appointment:**
  - Prior to a customer/broker visiting the community, the sales agent should send an email inquiring:
  - If the customer/broker has had any illness, exposure to the illness or been subject to a quarantine, then the sales counselor should postpone the appointment immediately and reschedule to a later date.
  - If the sales agent has reason to doubt the accuracy of the response(s), she/he can do the same.

- Sales agent should always communicate the decision to reschedule in a calm and professional manner with all customers. In the event a sales counselor needs to postpone an appointment, a sample response is: “In the best interests of everyone’s health, let’s schedule an appointment for you in a couple of weeks (14 days), or perhaps we can conduct a virtual appointment for you?”

- The responsive email(s) from the customer/broker answering the questions below should be saved for record keeping purposes.

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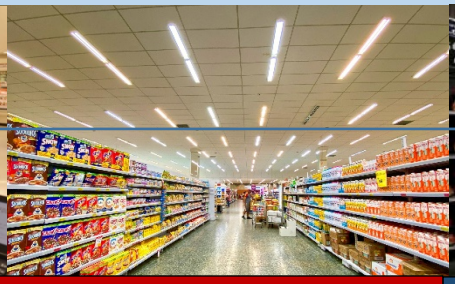
NEVADA HEALTH RESPONSE

Roadmap to Recovery for Nevada

Retail & Consumer Services



	Mandatory*	Recommended Best Practices*
Employees	● Ensure minimum 6 feet between people; if not possible, install barriers. ● Face coverings are required for all employees, unless not advisable by a healthcare professional, against documented industry best practices, or not permitted by federal or state laws/regulations. ● Employers must perform daily symptom assessment of employees.** ● Require employees to stay home if symptomatic. ● Require frequent and thorough hand washing, including providing workers, customers, and worksite visitors with a place to wash their hands. If soap and running water are not immediately available, provide alcohol-based hand sanitizer. ● Clean high-touch items after each use (e.g. carts, baskets).	● Group employees by shift to reduce exposure. ● Place hand sanitizer stations in high-contact locations. ● Post information signs regarding social distancing, facial coverings, and what to do if symptomatic.
Customers & Guests	● Ask customers and guests not to enter symptomatic. ● Stagger entry of customers and guests.	● Face coverings are recommended while shopping or visiting. ●Health questionnaire for symptoms at entry point. ● Provide face coverings upon entry. ● Where possible, accept customers by appointment only. ● Consider suspending return policies. ● Place hand sanitizer stations in high-contact locations. ● Specify hours for at-risk populations (e.g., elderly).
Physical Spaces	● Ensure minimum 6 feet between people; if not possible, install barriers. ● Daily deep disinfection of high contact surfaces (e.g. door handles, light switches, seats, railings, cabinetry handles, appliance handles, toilets, countertops, phones, tables, etc.). ● Discontinue self-service food stations, product samples. ● Establish maximum occupancy of 50% of fire code. ● Food courts remained closed.	● Close once a week for deep cleaning. ● Maximize available checkout space to promote social distancing (e.g. space customer lines with floor markers, use alternative registers). ● Use contactless payments where possible. ● Increase capacity for delivery and curb-side pickup. ● Clean merchandise before stocking.
Confirmed Cases	●Immediately isolate and seek medical care for any individual who develops symptoms while at work and follow CDC guidelines. ● Contact the local health district about suspected cases or exposures and employers should maintain the confidentiality of employee health information. ● Shutdown any facility for deep cleaning and disinfection, if possible ● Use disinfectants outlined on EPA List N.	● Work with local health department to identify potentially infected or exposed individuals to help facilitate effective contact tracing/notifications. ● Once testing is readily available, test all suspected infections or exposures. ● Following testing, contact local health department to initiate appropriate care and tracing.

***Daily symptom assessment should include monitoring for fever, cough and trouble breathing.*

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NEVADA HEALTH RESPONSE

Roadmap to Recovery for Nevada

Transportation, Couriers & Warehousing

	Mandatory*	Recommended Best Practices*
Employees, Customers & Guests	● Employers must perform daily symptom assessment of employees.** ● Direct employees to stay home if symptomatic. ● Require frequent and thorough hand washing, including providing workers, customers, and worksite visitors with a place to wash their hands. If soap and running water are not immediately available, provide alcohol-based hand sanitizer. ● Ensure a minimum of 6 feet of social distancing between people; if not possible, install barriers. ● Face coverings are required for all employees.	● Face coverings are required for employees and recommended for guests. ● Provide PPE such as gloves and hand sanitizer. ● If possible, implement procedures so customers do not have to sign for deliveries. ● Post informational signs regarding social distancing, facial coverings, and what to do if symptomatic.
Shift Pattern	● Maintain a 1:1 ratio and require face coverings for in-cab/on training of new drivers.	● Stagger breaks in warehouses and truck driving schools to discourage congregation. ● If possible, reduce slip-seating and keep drivers in a specific truck. If drivers must share a truck, high touch areas in the cab should be cleaned between shifts.
Physical Spaces/ Trucks/ Workstations	● Daily deep disinfection of high contact surfaces (e.g. door handles, light switches, seats, railings, cabinetry handles, appliance handles, toilets, countertops, phones, tables, etc.). ● Ensure a minimum of 6 feet of distancing in office spaces. ● Mechanics will clean truck after service is completed. ● Disinfect the high touch areas inside the truck cab. ● Shared equipment must be cleaned and disinfected between each user.	● Encourage employees to clean their cabs/workstations periodically. ● Establish a regular truck, office and warehouse cleaning schedule.
Confirmed Cases	● Immediately isolate and seek medical care for any individual who develops symptoms while at work and follow CDC guidelines. ● Contact the local health district about suspected cases or exposures. Employers should maintain the confidentiality of employee health information. ● Shutdown any facility for deep cleaning and disinfection, if possible. ● Use disinfectants outlined on EPA List N.	● Work with local health department to identify potentially infected or exposed individuals to help facilitate effective contact tracing/notifications. ● Once testing is readily available, test all suspected infections or exposures. ● Following testing, contact local health department to initiate appropriate care and tracing.

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