



Department of Public Health and Human Services

Public Health and Safety Division ♦ PO Box 202951 ♦ 1400 Broadway ♦ Helena, MT 59602-2951

Phone: (406) 444-4141 ♦ Fax: (406) 444-5055

Steve Bullock, Governor

Sheila Hogan, Director

FACILITY PLAN FOR SOCIAL DISTANCING AND REDUCING SHARED CONTACT SURFACES

Introduction

On April 22, 2020, the Governor released Directives for the reopening of restaurants, bars, breweries, and distilleries on May 4, 2020. These directives included requirements to limit the number of people in retail food establishments and to add practices that facilitate social distancing. Additionally, requirements were made for cleaning common surfaces.

This document is intended to help your facility comply with the directive. Each subsection of this document contains options to meet the directive by selecting and then implementing one or more of those options your facility will meet the requirements pertaining to that subsection of the document.

Items that apply to all facilities are contained within a gray box.

Any alternative plans that are created should be checked to ensure that the Directives are being followed correctly.

WAITING AREAS (CHECK ALL THAT WILL APPLY):

- This facility will close the lobby and waiting areas until restrictions are lifted **OR**
We do not have a lobby or waiting area.
- This facility will use reservation or call ahead seating only.
- This facility will use an online system or app to schedule patrons.
- All reasonable attempts should be made to eliminate the use of waiting areas and lobbies.**

If the facility cannot eliminate a waiting area or lobby completely, they must ensure that groups in the waiting area are socially distanced from each other. Describe the plan to maintain space between groups below:

DINING AREAS (CHECK ALL THAT WILL APPLY):

Required: this facility will limit business capacity by 50%.

Required: this facility will limit tables to parties of 6.

Required: this facility has bar or counter seating and standing room that will be closed.
All bar and counter service must be served to guests at tables.

This facility will remove extra tables and chairs so that all seating areas are a minimum of 6 feet apart.

This facility will put chairs on tables or remove chairs for tables that are not 6 feet apart.

This facility will affix signs to tables that will not be in use, reminding staff and guests that they are unable to use those seating areas.

This facility will develop an alternative plan described below:

MENUS (CHECK ALL THAT WILL APPLY):

This facility will use a board or sign to display menu options that will not be touched by guests.

This facility will print disposable menus that will be discarded after each use.

This facility will use an app service or web site for people to view the menu on personal devices.

This facility will disinfect menus in between patrons by doing the following:

1. Use an EPA registered product that has been shown to kill COVID-19.

2. Follow manufacturer instructions for:

a. Concentration

b. WET contact time required to be effective in virus destruction

c. COMPLETELY AIR DRYING the menu before it is used again

This facility will develop an alternative plan described below:

CONDIMENTS AND TABLETOP ITEMS (CHECK ALL THAT WILL APPLY):

Required: This facility will remove all self-service condiments, cups, and lids.

This facility will provide single use, disposable containers for condiments (cups, sealed packets, etc.) that WILL NOT be re-offered.

This facility will wash, rinse, sanitize, and COMPLETELY air dry all reusable containers that hold condiments in between guests. No containers, including drinking glasses, will be refilled.

This facility will develop an alternative plan described below:

STAFF NOTIFICATION AND TRAINING (CHECK ALL THAT WILL APPLY):

This facility will hold in person training that will outline these changes.

This facility will provide printed copies of this plan to all staff members.

This facility will send digital copies of this plan to all staff member.

This facility will develop an alternative plan described below:

FACILITY NAME: _____

Person In Charge Signature
(when checklist is completed)

Date Completed