

May 4, 2020

Tippecanoe, IN

Food Service Establishments

Owners, Operators, Corporate Owners **REOPENING**

Please share with your local Tippecanoe County, Indiana facilities and management staff.

In reference to Governor Holcomb's recent directive, "Back on Track Indiana" **IN ORDER TO BE COMPLIANT WITH STAGE 1**, We must continue with this directive: Customers may enter the building only to pay for pre ordered food and leave immediately. No one is allowed to sit at a table or bar to order and wait on their food. CONSUMERS MUST GET THEIR PRE-ORDERED PRODUCTS AND LEAVE. This includes prohibiting outdoor patio seating, waiting areas, car side ordering. Curb side pick-up and drive thru are allowable options. Many places have already acted and adapted to this directive and please continue so our county can get to stage 2.

MAY 11TH STAGE 2:

Food Service Establishments will be allowed to open "at 50% capacity with operational limitations. Bar seating will be closed with no live entertainment. Servers and Kitchen Staff must wear face coverings." *Please note your capacity level includes your staff. As defined by the Alcohol Tobacco Commission "the definition of a bar is a counter over which alcoholic beverages are served to a customer" Meaning the bar seating area must be closed and patrons are only allowed to sit at dining tables that meet social distance requirements.

Prior to opening Establishment Owners and Operators are required to meet the following Tippecanoe County directives:

- Screen employees daily/logs must be kept (see attached example in email)
- Post signage stating customers should not enter with a fever or symptoms of COVID-19
- Hand sanitizer placed in lobby, wait/cashier stations/ in or right outside of restroom areas
- Limit the number of customers at a table to 6 or less
- Arrange dine-in seating (includes outdoor seating) to be minimum 6 feet apart; block off or move seating as necessary
- Ensure employees wear face coverings at all times
- Establishment buffets cannot be self-service by customers; employees must serve customers
- Provide a documented COVID-19 safety plan to employees, consumers, and regulatory authority upon request (Indiana Restaurant & Lodging Association Best Practice Guidance Document attached link is a guide)
 - Safety plan should include a descriptive employee screening process and enhanced cleaning and disinfecting protocols for the establishment

The Tippecanoe County Health Department will be enforcing this to the fullest extent. If an establishment does not comply with this directive they will be in direct violation which could result in permit revocation.

This new directive is subject to change and modifications could be made along the way.

Below you will find information provided from Governor Holcomb including, Stages to get Indiana Back on Track, Indiana Restaurant & Lodging Associates for best practices, and TCHD Screening requirements. If you have any questions pertinent to your operations, feel free to email the health department at health@tippecanoe.in.gov or call the foods division at 765-423-9221 ext. 3.

Reference Links:

5 Stages to get Indiana Back on Track: <http://www.tippecanoe.in.gov/270/Health-Department>

Governor Holcomb's Suggested Restaurant Reopening Guidelines:
https://backontrack.in.gov/files/BackOnTrack-IN_IndustryGuidelines.pdf#page=8

Indiana Restaurant & Lodging Association Best Practice Guidance Referenced from Governor Holcomb's Restaurant Guidelines:
https://backontrack.in.gov/files/2020_04_22_INRLA%20Best%20Practice%20Guidance%20for%20Restaurant%20and%20Lodging%20Operators.pdf

As this process evolves, please check media outlets or follow us on Facebook @ Tippecanoe County Health Department for the fastest communication.

Thank you,
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