



TOHONO O'ODHAM NATION UNIFIED COMMAND

Guidance: District Facilities

Following the Centers for Disease Control and Prevention (CDC) guidance, under all circumstances, the following precautions should be followed by people visiting District Offices and Facilities.

- Stay home if sick.
- Protect yourself while visiting District Offices and facilities:
 - Stay at least 6 feet away from other patrons.
 - If you are at higher risk for severe illness, you should avoid visiting. People at higher risk for severe illness include adults 65 or older and people of any age who have serious underlying medical conditions.
 - Do not touch your eyes, nose, or mouth.
 - Consider using hand sanitizer or washing hands for at least 20 seconds with soap and water after leaving locations

Tohono O'odham Nation Health Care recommends the following additional steps be taken by people visiting District Offices and Facilities and staff of District Offices and Facilities:

- Wipe any pens, counters, or hard surfaces between use or district member.
- Limit the number of individuals that can gather in a shared space, people in a shared space must be able to maintain 6 feet of physical distance. If a space in your building cannot accommodate individuals maintaining 6 feet of physical distance, further restrict the number of individuals allowed in that space beyond the limits.
- Understand the square footage of your building and limit the number of people in the building.
- Require all staff, vendors, and visitors to maintain 6 feet of physical distance from individuals who are not part of their household group whenever possible.
- Require all staff, vendors, and visitors to wear a face covering. Consider offering cloth face coverings to employees and visitors to wear.
- Place signage at entrances and throughout buildings (particularly high traffic areas such as service counters and information desks) alerting staff and visitors to required occupancy limits, physical distancing requirements, and face covering policies.
- Inform patrons of your COVID-19 policies and procedures in advance, if possible.
- Provide services and conduct business by phone or internet to the greatest extent practicable.
- Limit activities that require staff and/or visitors to enter within 6 feet of another person, regardless of whether physical barriers are installed.
- Remove all unnecessary items such as brochures, magazines, newspapers, and any other unnecessary paper products from common areas.
- Minimize shared touch surfaces such as pens, tablets, receipts, etc.



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Tohono O'odham Nation Health Care recommends the following additional steps be taken by people visiting District Offices and Facilities and staff of District Offices and Facilities:

- Limit restroom occupancy for group restrooms to allow for physical distancing
- Clean and disinfect restrooms on a regular and scheduled basis (see General Cleaning and Disinfecting section).
- Remove any items that do not have to be in the restrooms (e.g., magazines, decor).
- Consider establishing separate restrooms for staff and visitors.
- Post handwashing signs in all restrooms.
- Check with health officials for local ordinances and building codes if you intend to close public access to bathrooms in during initial stages of re-opening.
- Require employees to practice good hand hygiene with frequent handwashing, especially after contact with patrons/visitors and high-touch surfaces.
- Limit in-person gatherings or meetings of employees to the greatest extent practicable.
- Limit interactions between employees and outside visitors or delivery drivers; implement touchless receiving practices if possible.
- Consider operating by appointment-only to manage occupancy levels.
- Discourage employees from using colleagues' phones, desks, workstations, radios, handhelds/wearables, or other office tools and equipment.
- Train all employees in the above safety actions.