# A close up of a sign Description automatically generated

# COVID19 Business Specific Health & Safety Form

# TRANSIENT LODGING

**NOTE:** In order to self-certify compliance at [www.mendocinocountybusiness.org](http://www.mendocinocountybusiness.org/), you must **read and implement** the County of Mendocino-specific guidelines for Transient Lodging, including short-term vacation rentals, issued in the June 12, 2020 Public Health Order.

In order to fill out this form and create a health and safety plan for your business, refer to the [State of California Guidelines for Transient Lodging](https://covid19.ca.gov/pdf/guidance-hotels-lodging-rentals.pdf) and the [County of Mendocino Public Health Order dated June 12, 2020](https://www.mendocinocounty.org/home/showdocument?id=36100). A health and safety plan is required to operate.

1. Describe the type of signage you will have and locations. We are going to use the 3 signs recommended by the County of Mendocino: Avoid entering the property with symptoms of the virus; Guests and my property managers are to maintain a 6 foot distance from each other; Personal hygiene e.g. cough sneeze into elbow or tissue, and avoiding unnecessary contact. The signage will be posted on the entrance of the rental property.
2. Describe the PPE you will provide to your employees and guests. Guests have been notified to supply their own masks. We will have some masks if someone forgets theirs. My property managers have a supply of masks for their personal use. Hand sanitizer is provided, as well as disinfectant and wipes that can be used on all metal, glass and plastic surfaces.
3. Describe your plans for training employees and temporary workers on the use of PPE; disinfection; sanitation and other cleaning techniques. My property managers have been given health pamphlets written by the CDC with education on how to prevent the spread of Covid. I’m a Doctor of Physical Therapy at Kaiser Permanente and have been educating my property managers as we go through the pandemic. We’ve discussed how to self-screen by temperature checks using CDC guidelines / staying home if they have symptoms of fever, frequent cough, difficulty breathing, muscle pain, sore throat , recent loss of taste, sense of smell, or if their partner develops Covid. They have been told to get medical attention if the have symptoms or if they have persistent pain or pressure in the chest or recent loss of taste or smell.
4. Describe your plans for protecting your employees' health. I have asked my property managers to be sure to implement social distancing, and wearing masks. They have been provided with appropriate cleaning materials, and face coverings. Should a guest become ill they know how to intervene quickly and will contact the public health authorities.
5. Describe your plans for protecting the health of guests. Rentals have been spaced 3 days apart to provide time for thorough cleaning. Guests will access the key to the tower via a lockbox that is sanitized between each renter. Guests are provided with hand sanitizer, wipes, all surfaces are wiped clean, all bed linens are washed. Every pot and pan, dish, and silver ware is to be washed. All throw pillows have been taken out of the rental. Social distancing between guests and property managers is to be maintained at all times.
6. Describe how you will prevent crowds gathering at your facility. We do not allow parties. At this time only tower renters are allowed on the property.
7. Describe how your will enforce physical distancing at your facility. As there is a maximum of 4 guests who are family, they should not need enforcement. The guests are required to practice social distancing with the property managers.
8. Describe the payment methods you will use (contactless is preferred. Payment is done online through VRBO.
9. Provide the name, phone number and email address (optional) of the person or persons you have designated as the COVID19 contacts for your property. In your response, state whether they are on-site or available within one hour of a call. My property managers Winnie Pitrone and Andy Mackey live on the property in a house next to the tower. They can be reached at 707-937-3632.
10. Reservations are required. What are your methods for taking reservations and appointments? Bookings are made online through VRBO.
11. Describe the limit on the number of guests permitted in each room, unit, or vacation rental (regardless of size). The limit is 4 guests
12. Describe the occupancy limitations for your hotel or vacation rental. A family of 2 adults and no more than 2 children
13. How many hours are necessary between separate room or unit occupancies on your property? 72 hours
14. Describe the signed agreement you have with guests regarding compliance with County of Mendocino Public Health Orders. Guests agree that there will only be 2 adults who live together with or without their 2 children. There are to be no friends or relatives visiting the guests while they are on the property. They will be asked to leave if they choose not to comply with the occupancy guidelines. Guests are asked to sign a document stating that they will abide by the safety protocols required by the County of Mendocino.
15. In the event your facility has a guest who contracts Covid-19, what are your plans for quarantine and isolation? If a guest contracts Covid-19 then all on the property must be quarantined x 2 weeks. The community of Mendocino is small, so food and medicine can be brought to those in quarantined. After the guest left everything in the tower would have to deep cleaned and sterilized. If my answer is not correct, I would follow whatever the guidelines were in place at the time for Mendocino County.
16. If your property has a sauna, hot tub or steam room, is it operational? We do not have a sauna, hot tub or steam room.

*Your Business Specific Health & Safety Plan will become public record.*