

Wells County Health Department

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Hello restaurant partners!

I hope you all are doing well; I know it is a trying time. There is so much confusion and information floating around out there that I wanted to compile some of the information for you in one concise document. I hope this helps as you attempt to navigate this difficult time. As always, if you have further questions please don't hesitate to reach out to me through email or phone. Best of luck to each of you!

When you reopen the following guidelines must be met:

- No more than 50% seating capacity. Reservations are advisable when possible
- Self service stations (buffets, salad bars, beverage stations, condiment stations, etc.) are not permitted
- All employees and staff shall be screened for COVID-19 symptoms before being allowed to work
- All employees shall wear face coverings
- No bar seating, bar areas closed
- Bars and taverns that do not offer full-service dining may not open
- No live music
- Tables and booths should be spaced at least 6 feet apart
- Parties should not be larger than 6 people
- Designate with signage, tape or by other means, six feet of spacing for employees, customers and clients to maintain appropriate distance where possible
- Have hand sanitizer and sanitizing products available for employees and customers
- Social distancing policies should be practiced at all times where possible

These requirements were taken from the governor's executive order 20-26.

I have also included a restaurant guideline from www.in.gov/backontrack that you may find helpful, a sample employee health policy for food service workers, and a checklist for reopening that may provide you with some ideas of things you may have not previously thought of. The sample employee health policy is the basic one that should already be in use in all food service establishments, however, I wanted to include it for a friendly reminder and a template that can be adjusted to add in the symptoms of COVID-19. Those symptoms being fever, sore throat, dry cough, difficulty breathing. Feel free to adapt it as needed for your particular establishment. There are many ways to conduct a health screening. At this time, the symptoms we are most concerned with are those of COVID-19, so be sure to include those in some way. And remember it must be done daily at this point.

I know this is a lot of information and there will likely be many questions, so please contact me and we will walk through this together.

Thank you, Brandi Schorey, EHS



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