

ADDITIONAL INFORMATION

All lodging providers should be compliant with all CDC, and Washington State and Grays Harbor County Department of Health Requirements for Transient Lodging. Short Term Vacation Rentals are required to adhere to the occupancy permitted for their property.

Please use the following links for up to date information:

American Hotel and Lodging Association COVID-19 Resource Page

<https://www.ahla.com/covid-19-resource-center>

Vacation Rental Management Association/Vacation Rental Housekeeping Association Guidelines

<https://www.vrma.org/page/vrhp/vrma-cleaning-guidelines-for-covid-19>

Air BnB Resource Center

<https://www.airbnb.com/resources/hosting-homes/t/coronavirus-updates-34>

National Association of RV Parks and Campgrounds

<https://www.arvc.org/Blog/1084/Coronavirus-What-You-Can-Do-to-Protect-Yourself,-Your-Employees-and-Campers>

Center for Disease Control

<https://www.cdc.gov/coronavirus/2019-ncov/index.html>

Washington State Coronavirus Response Homepage

<https://coronavirus.wa.gov/>

Washington State Department of Health

COVID-19 Home

<https://www.doh.wa.gov/Emergencies/Coronavirus>

Transient Accommodation Regulations

<https://www.doh.wa.gov/LicensesPermitsandCertificates/FacilitiesNewReneworUpdate/TransientAccommodations>

Grays Harbor County Public Health

<http://www.healthygh.org/>

Office of the Governor

<https://www.governor.wa.gov/>

Recommended Hotel, Motel, RV and Campground Safety Checklist

These guidelines are based on guidance from the CDC, Washington State Department of Health, and Grays Harbor Public Health. If there is a reemergence of COVID cases which requires reinstating restrictions, the City may revisit the original restrictions. Please utilize the checklist below prior to re-opening and during operation of facilities. This is not meant to be an all-inclusive list of all safety practices that should be practiced, and lodging providers are recommended to regularly review the latest best practices available.

BEST PRACTICES TO PREPARE FOR REOPENING

- Implement remote check in if possible (i.e. scheduled check in time, have guests wait in car for check in time, text/phone check in, curbside check in etc.)
- Barrier in place at check in - i.e. plexiglass
- Staff should wear masks when interacting with guests if no barrier is available
- Hand sanitizer in lobby and other public places
- Employee health screening at start of each shift (temp, cough, sore throat, headache, muscle aches, new loss of taste/smell- others as updated by CDC, DOH.
- Employees are excluded from work while exhibiting any COVID symptoms and encouraged to contact their provider about testing.
- Employees who are well but who have a sick family member at home with COVID-19 should notify their supervisor and follow CDC recommended precautions, which will likely include quarantine at home for 14 days.

BEST PRACTICES FOR OPERATIONS

- No communal meal, drinks, snack or other areas
- Keep log of all guests who are staying in the room (names/phone #s). Keep information on file for a minimum of 4 weeks past checkout. Note: this information will only be requested by public health in case of contact investigation.
- Utilize Social distancing markers to ensure 6 feet separation in all public places including but not limited to hallways, lobbies, other common areas.
- One party in elevators at a time, provide appropriate signage.
- Disinfect all high touch surfaces between each rental, paying special attention to high-touch surfaces such as door handles, light switches, in-room tablets, safes, coffee machines, minibar refrigerators, and TV remotes.
- When possible, it is recommended that the facility wait 24 hours between check-out and room cleaning. For example, if checkout is at 11:00, room cleaning would begin at 11:00am the following day. Additional time between cleaning and check-in is encouraged.
- Stayover service will be provided only when requested and guests will have to be out of the room.
- PPE including masks and gloves provided and required to be used by all housekeeping staff
- Employees instructed to wash hands or use hand sanitizer (min 60% alcohol content) between contact with guests
- Public spaces including but not limited to spas, pools, hot tubs, gyms, lounges or seating areas should be closed, cordoned off and signed appropriately
- Install signage to inform guests and employees of social distancing guidelines, one guest in restroom at a time, ways to limit spread of disease, handwashing, etc.
- Instruct guests of health and safety rules in place. Ask guests to bring sanitation supplies, gloves and masks for their use. This should be communicated prior to arrival.
- Staff should be able to follow recommend social distance guidelines at workstations and meet all other business guidelines as set by the state or local health authority
- Other Communal Areas (playgrounds, group gathering shelters, etc.). Campgrounds/RV parks with these amenities should close these areas until further notice.
- Communal restrooms must be cleaned and disinfected at least twice a day.
- Access to communal restrooms should be limited to one guest at a time.
- A full safety plan that includes all required components should be kept on site and provided upon request.
- All staff should be provided a written copy of facility safety plan and provided training.

Recommended Short Term Vacation Rental Best Practice Guidelines

These guidelines are based on guidance from the CDC, Washington State Department of Health, and Grays Harbor Public Health. If there is a reemergence of COVID cases which requires reinstating restrictions, the City may revisit the original restrictions. Please utilize the checklist below prior to re-opening and during operation of facilities. This is not meant to be an all-inclusive list of all safety practices that should be practiced, and lodging providers are recommended to regularly review the latest best practices available.

Check-In and Operations Recommendations

- ❑ Implement remote check in if possible (i.e. scheduled check in time, have guests wait in car for check in time, text/phone check in, curbside check in etc.)
- ❑ For in-person check in barriers should in place at point of contact - i.e. plexiglass
- ❑ Staff should wear masks when interacting with guests if no barrier is available
- ❑ Hand sanitizer in lobby and other public places
- ❑ Keep log of all guests who are staying in the room (names/phone #s). Keep information on file for a minimum of 4 weeks past checkout. Note: this information will only be requested by public health in case of contact investigation.

Employee Recommendations

- ❑ Employee health screening at start of each shift (temp, cough, sore throat, headache, muscle aches, new loss of taste/smell - others as updated by CDC, DOH.
- ❑ Employees are excluded from work while exhibiting any COVID symptoms and encouraged to contact their provider about testing.
- ❑ Employees who are well but who have a sick family member at home with COVID-19 should notify their supervisor and follow CDC recommended precautions, which will likely include quarantine at home for 14 days.

Cleaning and Sanitation Recommendations

- ❑ Disinfect all high touch surfaces between each rental, paying special attention to high-touch surfaces such as door handles, light switches, in-room tablets, safes, coffee machines, minibar refrigerators, and TV remotes.
- ❑ When possible, it is recommended that the property wait 24 hours between check-out and cleaning. For example, if checkout is at 11:00, cleaning would begin at 11:00am the following day. Additional time between cleaning and check-in is encouraged.
- ❑ PPE including masks and gloves provided and required to be used by all housekeeping staff
- ❑ Public spaces including but not limited to spas, pools, hot tubs, gyms, lounges or seating areas should be closed, cordoned off and signed appropriately
- ❑ Instruct guests of health and safety rules in place. Ask guests to bring sanitation supplies, gloves and masks for their use. This should be communicated prior to arrival.