

Kansas City Public Health Guidance For Gatherings and Events

COVID-19 pandemic is still in Kansas City, MO. The coronavirus is still deadly and capable of quickly taking many lives. As the City of Kansas City, MO moves into its reopening phases, all residents, business owners and employees must continue to observe and practice all COVID-19 physical distancing requirements.

Audience	KCMO Health Department Recommendation	Other Resources
Event organizers	<p>Limit gatherings of large groups. Where feasible, employ stringent social distancing measures. Reduce capacity to no more than 25%.</p> <p>Require that all individuals age 2 and older wear facial coverings indoors, and outdoors when it is not feasible to maintain social distance.</p>	<p>CDC Guidelines for Businesses</p> <p>Cancellations/Closure Monitor local, state, and national reports to remain aware of community spread.</p>

This document provides guidance for college and university campuses and large event space operators on ways to maintain healthy business operations and a safe and healthy work environment for employees, while reducing the risk of COVID-19 spread for both employees and customers. Employers should follow applicable [Occupational Safety and Health Administration \(OSHA\)](#) and [CDC guidance for businesses to plan and respond to COVID-19](#).

Warning: Scientific evidence clearly establishes that when groups of individuals gather together there is a higher risk of transmission of COVID-19. While this event may be approved by the KCMO Health Department (KCHD) because it meets the minimum standards to provide protective measures, if actually followed, a risk still exists for transmission of the virus. All participants and event organizers need to understand the risks of gatherings and to personally assume those risks. KCHD does not guarantee the safety of participants and event organizers for this event with respect to the dangers of potential transmission of COVID-19.

Safety Actions

In all Phases:

Promote healthy hygiene practices

- Require hand washing, covering coughs and sneezes
- Ensure adequate supplies to support healthy hygiene practices for both employees and customers including soap, hand sanitizer with at least 60 percent alcohol (perhaps at the entrance/exit of every space, if supplies allow), and tissues.
- Post signs on how to [stop the spread](#) of COVID-19, [properly wash hands](#), promote everyday protective measures, and [properly wear a face covering](#).

Intensify cleaning, disinfection, and ventilation

- [Clean, sanitize, and disinfect](#) frequently touched surfaces (for example, door handles, information kiosks, cash registers) at least daily, and shared objects (for example, payment terminals, tables, countertops/bars, pens at sign-in stations) after each use. Use products that meet [EPA's criteria for use against SARS-CoV-2](#) and that are appropriate for the surface. Prior to wiping the surface, allow the disinfectant to sit for the necessary contact time recommended by the manufacturer. Train staff on proper cleaning procedures to ensure safe and correct application of disinfectants.
- Provide individual disinfectant wipes in bathrooms, and post reminders not to flush these

Based on what we know now from the CDC, [those at high-risk*](#) for severe illness from COVID-19 are:

- People **65 years and older**
- People who live in a nursing home or long-term care facility
- People who live or interact frequently with persons with not well controlled underlying medical conditions

*People of **all ages** with **underlying medical conditions, particularly if not well controlled, including:***

- People with **chronic lung disease** or **moderate to severe asthma**
- People with **high-blood pressure**
- People who have **serious heart conditions**
- People who are **immunocompromised**
- **Many conditions can cause** a person to be immunocompromised, including **cancer treatment, smoking**, bone marrow or organ **transplantation, immune deficiencies**, poorly controlled **HIV** or **AIDS**, and **prolonged use of corticosteroids** and other **immune weakening medications**
- People with **severe obesity** (body mass index [BMI] of 40 or higher)
- People with **diabetes**
- People with **chronic kidney disease undergoing dialysis**
- People with **liver disease**

**if more than one = very high risk*

wipes but to dispose of them in the trash.

- Where applicable, wash, rinse, and sanitize food contact surfaces, food preparation surfaces, and beverage equipment after use.
- Avoid using or sharing items such as brochures, booklets, buttons, etc. Instead, use disposable or digital brochures and no-touch trash cans and doors.
- Use touchless payment and viewing options as much as possible, when available. Ask customers and employees to exchange cash or card payments by placing on a receipt tray or on the counter rather than by hand. Wipe any pens, counters, or hard surfaces between use or customer.
- Avoid handling food and beverage implements brought in by customers.
- Ensure that ventilation systems operate properly and increase circulation of outdoor air as much as possible by opening windows and doors, using fans, other methods. Do not open windows and doors if doing so poses a safety risk to employees, children, or customers.
- [Take steps](#) to ensure that all water systems and features (for example, drinking fountains, decorative fountains) are safe to use after a prolonged facility shutdown to minimize the risk of Legionnaires' disease and other diseases associated with water.

Ensure social distancing

- Allow staff who are particularly vulnerable to becoming seriously ill due to COVID-19 infection to work from home or in task areas that have limited interaction with the public.
- Where feasible, reduce admissions and capacity at any given time in order to protect staff and other guests.
- Provide physical guides, such as tape on floors or sidewalks and signage on walls to ensure that customers remain at least six feet apart in lines.
- Designate one-way entrances and exits to ensure that customers remain at least six feet apart during while entering and exiting the facility.
- Ask customers to wait in their cars or away from the establishment while waiting to be allowed inside. If possible, use phone app technology to alert patrons when they have moved to the front of the line; avoid use of "buzzers."
- Implement methods by which customers can purchase admission tickets ahead of time to limit the amount of time spent in the establishment, particularly in ticketing lines.
- Avoid offering any self-serve food or drink options, such as buffets, salad bars, and drink stations.
- Install physical barriers, such as sneeze guards and partitions at cash registers, host stands, and other areas where maintaining physical distance of six feet is difficult.
- Limit the number of employees in shared spaces, including break rooms, ticket booths, and offices to maintain at least a six-foot distance between people.
- Train all employees in the above safety actions while maintaining social distancing and use of face coverings during training.

Monitoring and Preparing

Checking for [signs and symptoms](#)

- Ask patrons to confirm that their temperature is less than 100.4° F (38.0° C), and that they are not experiencing coughing, shortness of breath, or other listed symptoms.
- If implementing health checks, conduct them safely and respectfully, and in accordance with any applicable privacy laws and regulations. Confidentiality should be respected. Employers may use examples of screening methods in [CDC's General Business FAQs](#) as a guide.
- Encourage staff who are sick to stay at home.

Plan for when an employee or patron becomes sick

- Employees with symptoms of COVID-19 (fever, cough, or shortness of breath) at work should immediately be sent home.
- Inform those who have had close contact with a person diagnosed with COVID-19 to stay home and self-monitor for symptoms and follow CDC guidance if symptoms develop.
- Establish procedures for safely transporting anyone sick to their home or to a healthcare facility.
- Notify local health officials, staff, and customers (if possible) immediately of any possible case of COVID-19 while maintaining confidentiality as required by the Americans with Disabilities Act (ADA) or other applicable laws.
- Close off areas used by a sick person and do not use them until after cleaning and disinfection. Wait 24 hours before cleaning and disinfecting the area. If it is not possible to wait 24 hours, wait as long as possible. Ensure [safe and correct application of disinfectants](#) and keep disinfectant products away from children.
- Advise sick staff members not to return until they have met [CDC's criteria to discontinue home isolation](#).

Maintain healthy operations

- Implement flexible sick leave policies and practices, if feasible.
- Monitor absenteeism of employees and maintain a roster of trained back-up staff.
- Designate a staff person to be responsible for responding to COVID-19 concerns. Employees and customers should know who this person is and how to contact them.
- Create and test communications for employees and customers for self-reporting of symptoms and notification of exposures and closures.

Closing

- Check state and local health department notices daily about transmission in the area and adjust operations accordingly.
- Be prepared to close for a few days if there is a case of COVID-19 in the establishment and for longer if cases increase in the local area.
- These guidelines are subject to repeal or amendment at any time based on the evolving COVID-19 situation here in Kansas City! Please check the City's website frequently for updates (www.kcmo.gov/coronavirus).