

Developing a Plan for Re-opening during the COVID-19 Pandemic

Creating a plan is critical for you to successfully re-open your business during the current COVID-19 pandemic. States, municipalities and the federal government are all beginning to consider a return to work. The high-level steps outlined below, while not all inclusive, are areas you should consider in your plan development. Look at this like a framework or decision tree working your way down to identify the incremental steps that you can or must implement to be successful.

The overarching First Step is to pay attention to your **Local, State and Federal Government** officials and the rules and regulations they promulgate. Be sure to meet these requirements but consider that it may be better to see those requirements as the floor or relatively broad guidance and there may be specific things you can do in addition to meet those recommendations and increase your safety and success.



After working through Step 1, you need to move to the **Industry** you are in. Whether professional services, retail, restaurants, manufacturing, healthcare, providing services to clients at either their workplace or home, or other types of business, each of these industries comes with different risks and issues.

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For more information

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The **Location** of your business or place of work as well as that of your employees can also impact your plan. Are you in a hot-spot, do some of your current employees live in a hot-spot? What are the geographic variations?

Your **Physical Workspace** is very important to consider given the need to maintain Social Distancing. Do you share desks, have a conference room, break room, provide seating areas for customers, how is your shop floor configured? There are multiple things you must consider when analyzing your particular workspace.

Your **Employees**, understanding their risks and opportunities for exposure are important. Knowing how their behavior can increase or decrease the risk while at your workplace is important. Providing adequate education and making Social Distancing, handwashing and other behaviors the norm is key. There are also intense pressures associated with this pandemic that can increase stress and lead to anxiety and other behavioral issues, knowing how to recognize these and help your employees is important.

What of your **Customers or Visitors**, or those that deliver goods to you? How they interact with you and your business and how you can efficiently and safely provide to or receive services from them is key.

And finally, **Other Options** to provide services, are there unique or new ways you can provide your services?

Working through these will lead to the identification of your company's specific risks and help you identify the solutions you need in your **Plan** to be safe and successful.

You can explore the free first module in this education program to develop a Plan for Reopening by going to the [Safely Back to Work Introductory Module](#).

For more information please visit our [Coronavirus Resource Page](#), email us at info@accountablehealthllc.com, or call 904-613-1224.