

OHIO STATE UNIVERSITY EXTENSION

Agritourism Guidance for Ohio Operations During Covid-19

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Agritourism is Unique

In big or small ways, COVID-19 has impacted aspects of farming and agribusiness. Safety, health, and wellness have become necessary concerns for all farm operations. Inviting the public to an agricultural operation for activities requires farm businesses to take additional safety measures for employees and customers. **Agritourism is unique in that the activities offered by farms are enjoyed by the greater community in a managed, mostly outdoor environment.**

Beyond agriculture, the pandemic has been especially difficult for businesses that focus on entertainment and related activities where large groups of people congregate. To the public, agritourism may seem similar to fairs and festivals. But agritourism is quite different. Agritourism farms are operated over a series of weeks and even months. Many have been operating pick-your-own activities and farm market/produce stands throughout the pandemic. Agritourism farms engage in emergency planning. They are well staffed and have adopted effective tools over the years to manage all types of customer situations. Their livelihood depends on their ability to manage crowds and keep customers safe.

Agritourism operations need to go above and beyond to plan for safe operations of their farms during the pandemic. This is not only important for public safety; it is important for the future of the farm business. Additionally, customers may see well-planned safety measures as a reason to visit the farm during these challenging times.

This guide can be used to develop opening plans or update existing plans for agritourism operations. Operators should start by talking with the local health department about their requirements and initial thoughts relating to certain activities. Contact the health department to set up an appointment and ensure sufficient time to talk with them and ask questions. Be sure you have the appropriate person who reviews and approves business reopening plans. If the health department would like to respond to email, copy and paste the plan into an email message or provide as a word document – whichever is best for the health department. If they

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are not familiar with agritourism operations, this guide can be something you direct them to for their own review.

Updates and Changes

Changes to guidance can change quickly. Farms should have open communication with their local health department to ensure they are making required changes as needed. Business planning is not easy, but it can be easier to make shifts when personal relationships exist.

Agritourism managers should be following updates from the governor and state health officials to be sure they are adding any new safety measures which are ordered by the state. The authors of this publication will update this guidance on a regular basis during the pandemic. Announcements of changes or updates will be published at ohioagmanager.osu.edu. It is suggested that managers subscribe to email updates from this site to keep up with changes.

Disclaimer

This guide is intended for informational purposes and does not constitute legal advice. Guidance for capacity, social distancing and best practices is from the Centers for Disease Control (CDC) and Ohio Department of Health guidelines. References and citations are included. The bulletin also includes industry-based information drawn from the North American Farmers Direct Marketing Association (NAFDMA). Further guidance is based on OSU Extension’s AgritourismReady curriculum (u.osu.edu/agritourismready, 2016) which guides farms through planning for emergency situations. Businesses using this guide should work with their local health department to determine their final plans and should seek the assistance of an attorney to address their specific needs and issues.

What’s in this Guide?

Ensuring the business continues through the difficult times of the pandemic is paramount. Employee health and safety guidance covers employees and family members on the farm. Additional guidance is given on additional precautions relating to first aid for employees and customers visiting the farm. Finally, checklists are provided for farms to use in making or updating an opening plan. These checklists include guidance checklists to help ensure agritourism farms are thinking about specific details for their own operations. These checklists can be used as a basis for a plan.

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PART 1 - BUSINESS OPERATIONS DURING COVID-19

REQUIREMENTS & GUIDANCE

Responsible RestartOhio Protocols

The state of Ohio requires all businesses, including farms, to follow safety protocols for preventing and managing COVID-19. In addition to mandatory protocols, Ohio also provides Sector Specific Operating Requirements which include recommended requirements for the sector as well.

5 PROTOCOLS FOR ALL BUSINESSES:⁸

1. **Require face coverings** for employees and recommend them for clients/customers at all times.
2. **Conduct daily health assessments** by employers and employees (self-evaluation) to determine if “fit for duty.”
3. **Maintain good hygiene** at all times – hand washing, sanitizing and social distancing.
4. **Clean and sanitize** workplaces throughout workday and at the close of business or between shifts.
5. **Limit capacity** to meet **social distancing** guidelines.
 - o Establish maximum capacity.
 - o And, use appointment setting where possible to limit congestion.

TAKE THE FOLLOWING ACTIONS WHEN A COVID-19 INFECTION IS IDENTIFIED:

- **Immediately report** employee or customer infections to the local health district.
- Work with local health department to identify potentially exposed individuals to help facilitate appropriate communication/**contact tracing**.
- **Shutdown** shop/floor for deep sanitation if possible.
- Professionally clean and sanitize site/location.
- Reopen in consultation with the local health department.

Agritourism operations are also subject to the state of Ohio’s specific guidance for the “Consumer, Retail, Services and Entertainment” sector, which detail practices for protecting employees, customers and guests, managing physical spaces and what to do in case of a confirmed case of COVID-19. Farms offering food service are required to follow the “Restaurant, Bars, and Banquet & Catering Facilities/Service” operating requirements as well. The sector specific guides and links to other protocols that may be required can be downloaded at: <https://coronavirus.ohio.gov/static/responsible/Consumer-Retail-Services.pdf>

⁸ <https://coronavirus.ohio.gov/wps/portal/gov/covid-19/responsible-restart-ohio/Responsible-Protocols/>

Operating Agritourism Activities

While all of Ohio's requirements must be met by farms offering agritourism activities, special attention should be given to requirements which may significantly change their operations beyond what most normal retail operations experience. These include, but are not limited to the following:

- **Specify separate hours for at-risk populations as appropriate** – The CDC identifies older adults and people with underlying medical conditions such as cancer and obesity as having an increased risk of contracting COVID-19. Ohio guidelines mandate specifying separate operating hours for these populations when appropriate. Many grocery stores have early morning hours, but this may not be appropriate for farms. Consider what your farm can offer and how this will be done to meet the needs of this population.
- **Stagger entry** – Nearly all agritourism farms sell tickets for events and activities to anyone who shows up at the farm during their open hours of operations, perhaps limited by a last call for certain tickets based on closing time. Requirements to change this normal practice to a staggered entry will require careful planning, online ticket sales and other methods of preselling tickets to meet the requirement. This will be a challenge, but one that can be met. Not doing so will put the farm business at risk due to lines forming at the farm and disappointed customers who will not be able to enter the farm due to the farm meeting their capacity. Details on determining the farm capacity is included in this manual.

Social Distancing for Customers

Farms must plan to change consumer behavior relating to typical business operations. Signage, websites, social media and employee communications are of utmost importance to ensuring that social distancing and protocols are being followed. Many farm customers are used to the way things were before COVID-19. Thus, farms must work on communicating their operating plans to change customer behavior and ensure the new protocols are followed throughout their visit to the farm.

- **Signage** - Farms should be creative in designing signs to communicate mask requirements, social distancing, and other requirements of your farm's operations. Signage should begin at the road and be visible in many areas before customers reach the entrance to farm activities.
- **Farm Customer Traffic Patterns** - Signage for traffic patterns while walking from one area to the farm to another should be well placed and visible to all customers. Additional demarcation of different areas of the farm (gates, fences, etc.) should be used to limit the number of customers in each area.
- **Employee Communications** – Train employees on what to say to customers and how to direct customers and encourage social distancing throughout the visit. Prepare them for dealing with confrontations with those who may not be following social distancing guidelines or other requirements.
- **Website & Social Media** – Best practices include sharing details of safety measures being implemented by the farm and customer expectations. Doing videos to share the opening plans and the ability to experience the great outdoors helps promote the business as a safe place to visit.

Face Coverings (Masks) for Employees and Customers

Per the Public Health Order from Governor DeWine, effective July 23, 2020 at 6 p.m., a person in Ohio must wear a face covering at all indoor program activities and outdoor activities when a minimum of six-foot social distancing cannot be achieved.

Science shows that face coverings (masks) work to help contain the spread of the virus. In a July editorial in the Journal of American Medical Association, medical experts from the CDC describes the wearing of masks as, “small sacrifice reliant on a highly effective low-tech solution that can help turn the tide favorably in national and global efforts against COVID-19,” (Brooks, Bultler and Redfield, 2020).

In addition to the current mandate in Ohio, some in the retail industry have imposed a mask requirement for people entering their businesses. This is a suggested practice for agritourism operations during the pandemic, even if the state mandate is lifted in the future. Customers with certain medical conditions, disabilities, or who are communicating with someone who has a disability may claim an exemption from the mask mandate. Because the mask mandate does not require proof of the medical condition, a business need not ask customers for evidence such as a doctor’s order before allowing entry without a mask. The mask exemption also applies to child customers under the age of 10. Farms should be aware of these and conscious of customers who may have an exemption when enforcing the mask mandate on their farms.

As of publication, the current guidelines from the Ohio Dept. of Health state the mask requirement applies to everyone 10 years and older. When operating school tours, the farm should follow the Ohio Department of Health guidelines for schools, which states that the mandate applies to everyone two years and older.

Two sample policies relating to mask wearing at agritourism operations are:

- Masks are required. Please keep everyone safe and health.
- Masks are required while indoors, and outdoors when you are within six feet of others not in your household unit.

The types of face coverings make a difference in protection and potential for exposure. Face shields, cloth masks and bandanas all provide different levels of protection. For example, the CDC states that face shields are for eye protection and the current research does not support face shields as an option for source control. To ensure you are providing the best and most effective face covering for employees, the CDC has a list of guidance on face coverings at this link:www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/cloth-face-cover-guidance.html

Proper ways to wear a face mask:

- Cover the nose and extend below the chin.
- Fit snugly but comfortably against the side of the face.
- Allow for breathing without restriction
- Be secured with ties or ear loops.
- Include multiple layers of fabric (tightly woven cotton is most effective).
- Be used by only one person and not shared.

Cleaning a face mask

- Wash with regular laundry using laundry detergent and the warmest appropriate water setting for the mask’s material.
- Handwashing should include a bleach solution. Details available at cdc.gov website. Dry on high heat or air dry in direct sunlight.

Hand Sanitizers

Hand sanitizers should be reviewed before purchasing. The CDC gives specific guidance relating to products used as hand sanitizers. They recommend alcohol-based hand sanitizers which contain at least 60% ethyl alcohol (ethanol) or at least 70% isopropyl alcohol (isopropanol) for use at public events. Some products on the market contain methanol as the active ingredient. Methanol is not recommended and can cause serious health issues. Thus, when sourcing products, farms should pay special attention to the active ingredients and review the Food and Drug Administration (FDA) list of products that should not be used. The list can be found at:

<https://www.fda.gov/drugs/drug-safety-and-availability/fda-updates-hand-sanitizers-consumers-should-not-use>

Sanitizing Surfaces and Choosing Sanitizers for Surfaces

The EPA has a published list entitled List N: Disinfectants for Use Against SARS-CoV-1 (COVID-19). This list should be referenced when purchasing products or sourcing new products and ensuring the farm has a full stock of disinfectants for operations. The list can be found at:

<https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2-covid-19>

If supply of disinfectants is diminished or orders are not fulfilled in a timely manner, bleach is an acceptable disinfectant. It may be suitable for contact surfaces in some areas, but it will not be suitable for others. OSU Extension's produce safety team recommends that the normal concentration of bleach is not sufficient for COVID-19 purposes. For disinfecting surfaces in the era of COVID-19, the concentration must be five tablespoons of bleach for every one gallon of water.

Extensive guidance from OSU Extension on produce safety and food safety is available at producesafety.osu.edu. This site has guide sheets to print, along with posters to help communicate everything from handwashing to sanitizing surfaces.

Additional guidance from the Ohio Department of Health and the CDC is available for sanitizing indoor and outdoor areas and surfaces. Specifically, the CDC has complete guidelines for sanitizing at businesses. These guidelines should be included in the operational plans for any agritourism farm opening during the pandemic. According to their guidance playgrounds require normal cleaning, but not disinfection and high touch surfaces made of plastic or metal (grab bars, railings) should be cleaned routinely. The guidelines do not recommend cleaning and disinfecting wooden surfaces such as play structures, benches, and tables.

Farms should read the complete details on these guidelines to develop their plans at this site: www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html

Pet Policies

Pets are an issue when brought to agritourism farms because of farm animals. Pets should never be allowed in areas of pick-your-own produce due to possible contamination of the produce. Beyond these issues, it is nearly impossible to manage the interaction of customers with other customers' pets. Although there is no evidence at this time which states pets are a source of COVID-19 infection, the FDA and the CDC suggests that pets should be treated the same as other family members. This means limiting contact with pets if a person is ill or has symptoms of COVID-19 and ensuring the pet socially distances from other people outside of the household. If social distance cannot be managed, then farms should consider adopting a no pet policy during the pandemic. Service animals are not considered pets.

Liability Issues Relating to Operating During COVID-19

Legal liability is a constant concern for direct marketing and agritourism businesses, and COVID-19 adds to that concern. Although every precaution is taken and all protocols are followed, there is a chance that employees and customers may be exposed to COVID-19. Whether a business could be liable for such exposure is a difficult question to answer and is dependent upon many factors. Identify the liability risks for a particular agritourism operation by consulting with an attorney; several issues are important when considering liability risk issues, such as:

- Ohio recently enacted H.B. 606, a new immunity law that protects Ohio businesses from liability for civil claims based on harm caused by exposure to or transmission of COVID-19. Note that the liability protection is not effective if a business exhibits “reckless conduct or intentional or willful or wanton misconduct,” which means acting with heedless indifference to the consequences and disregarding a substantial and unjustifiable risk that conduct is likely to cause an exposure to or a transmission or contraction of COVID-19. The law applies to claims from March 9, 2020 to September 30, 2021.
- Even with the new immunity law, following all required and recommended COVID-19 protocols is a positive strategy for reducing legal liability risk. Adopting, implementing, and documenting COVID-19 practices may not only reduce the possibility of virus transmission but can also counter an attempt to bypass the immunity law by claiming that a business acted “recklessly” in regards to COVID-19.
- Ohio’s agritourism law might not apply to COVID-19 situations. The agritourism law in Ohio Revised Code 901.80 provides immunity to an agritourism provider for harm suffered by customers due to the “inherent risks” of agritourism activities. Inherent risks are those dangers or conditions that are an integral part of an activity that a customer engages in on an agritourism operation. It is uncertain but somewhat doubtful that contracting COVID-19 would be considered an “inherent risk” of engaging in an agritourism activity. Agritourism operators should consult with their attorneys about whether they should rely on the agritourism law for COVID-19 liability protection.
- A liability waiver or release form is a typical legal tool for shifting liability by having the participant acknowledge and accept the risks and liability for a specific activity. Ohio law requires that a liability waiver be carefully drafted and tailored to the specific risk situation; a general waiver may not hold up in court. Operators who want to use waivers for COVID-19 transmission situations should consult with an attorney on whether a waiver could apply well to the situation and if so, should have the attorney draft the waiver language.
- Is contracting COVID-19 a compensable workers’ compensation claim for an employee? The Ohio Bureau of Workers Compensation (BWC) states that the answer depends on the nature of the occupation and how the worker contracted the virus. Communicable diseases like COVID-19 are not usually compensable claims under workers’ compensation. But the BWC may allow a claim if a job poses a special hazard or risk of getting the disease to a greater degree or in a different manner than the general public. For more information about BWC’s handling of COVID-19 claims, visit <https://www.bwc.ohio.gov/downloads/blankpdf/COVID-19-BWCFAQs.pdf>.
- General property or business insurance coverage might not address liability for COVID-19 transmission. Operators should talk with insurance professionals to understand how their insurance coverage relates to COVID-19.

GROUP EVENTS & FIELD TRIPS

Ohio's Public Health Advisory Alert System determines the level of public emergency by county with color codes. The system supplements the orders of the state. It provides an assessment of the degree of the spread of the virus in order to guide decision making. The system's levels are:

Level 1 Public Emergency	Yellow	Active exposure and spread. Follow all current health orders.
Level 2 Public Emergency	Orange	Increased exposure and spread. Exercise high degree of caution. Follow all current health orders.
Level 3 Public Emergency	Red	Very high exposure and spread. Limit activities as much as possible. Follow all current health orders.
Level 4 Public Emergency	Purple	Severe exposure and spread. Only leave home for supplies and services. Follow all current health orders.

To find out your county's rating, go to: coronavirus.ohio.gov

Before planning to offer any group events (group of people beyond a household unit), the farm should get recommendations from their local health department. Then, they should submit their operating plan to the health department. Agritourism farms offering party spaces or campfires must consider the liability associated with doing any group rental to a group that is not a household unit. Scheduling a group rental that a farm knows is not a household unit does not comply with Responsible RestartOhio and the governor's orders.

If picnic areas and other outdoor seating areas are utilized on the farm, special attention should be placed on limiting gatherings of people. Tables and benches should be moved apart so customers can socially distance. Items should be anchored in place and/or marked as 'do not move' in order to further encourage social distancing. Inside building areas with public access should be monitored by staff for social distancing. Surfaces should be disinfected on a schedule. If food or other items are sold at the farm, the farm must meet the mandatory requirements of Responsible RestartOhio's guide for Restaurants, Bars, and Banquet & Catering Facilities/Services.

Field Trips

Most if not all of Ohio's public schools have cancelled field trips during the pandemic. Ohio's K-12 Schools Guidance document encourages schools to, "Limit the number of visitors to a school and consider eliminating field trips or large group events where intermingling often occurs." Despite this recommendation, farms offering field trips will get requests from preschools, day care centers, private schools and others and will have to decide whether they can safely operate field trips. Farms that plan to do so should keep groups together in the same way as when they are in school or day care. For example, the students stay in a classroom unit with the teacher or aide and do not mingle with other groups. No additional members should be added to any groups. Employees acting as school tour guides should stay six feet away from a group during the field trip. Other details in Ohio's guidance documents should be considered before deciding to offer school tours during the pandemic.

One alternative to school tours is offering virtual school tours, enhanced by the delivery of apples, pumpkins, plants or other items from the farm to the school. Farms could charge a minimal fee for this and do a program or tour virtually with a smart phone or tablet.

Ohio's related guidance documents are located at:

K-12 - <https://coronavirus.ohio.gov/static/responsible/schools/K-12-Schools-Guidance.pdf>

Child Care - <https://coronavirus.ohio.gov/static/responsible/Sector-fact-sheet-8-Child-Care.pdf>

EMPLOYEE & FARM FAMILY HEALTH AND SAFETY GUIDANCE

Employee Safety

A critical component to an agritourism operation is depending upon a safe and healthy workforce. The employer should set the tone for taking COVID-19 safety practices seriously.

Keep Family and Employees Safe

Start with the basics, to practice all of the CDC guidelines: thorough hand washing, wearing masks, keeping six feet physical distance, and staying home when sick.

- Make sure to provide a place where employees can wash hands and have disposable towels available. There should be no shared towels, including shop rags.
- Provide alcohol-based hand sanitizer for remote locations.
- Discourage workers from using other workers' phones, desks, offices, or other work tools and equipment, when possible.
- Discourage sharing of any food or beverages.
- Maintain regular housekeeping practices, including routine cleaning and disinfecting of surfaces, equipment, and other elements of the work environment.

Post easy to follow guidelines for your employees in commonly utilized spaces. The CDC has printable resources online for you to post in common areas. Talk with employees about coronavirus to gauge their understanding and concerns. Keeping communications lines open will help each operation refine and make changes to new procedures.

Establish plans of work for employees built around health and safety considerations.

- Assign jobs/tasks that can be done without the presence of another, when possible.
- Instruct employees to physically distance six feet if a shared worksite is necessary.
- Remember workers may be asymptomatic and physically difficult work activity can cause spread of droplets outside the recommended six feet of distancing. Take special precautions when assigning heavy labor tasks.
- Avoid ride sharing in company vehicles, when possible.
- Establish protocols for sanitizing common gathering places like the shop, lunch areas, and offices spaces. Cleaning and disinfecting high touch areas, like door handles, phones, 2-way radios, keyboards, light switches, monitors/touchpads, faucets/sinks, and restroom areas.

Establish Work Teams

Look at the functions of your total operation. Creating workforce teams or 'pods' can help ensure an operation minimizes the impacts should a worker become ill or test positive for the coronavirus. Try to schedule these employees to work together without co-mingling the pods. This will reduce the risk of quarantining the entire workforce, in the event someone within a pod becomes ill or tests positive for the coronavirus.

For example, do you have a market, animal areas, pick-your-own apples and a corn maze?

- If so, can you manage employee schedules so those running checkout and restocking product can do tasks without overlapping with crews at the pick-your-own field sites greeting, instructing, or transporting customers?
- If your workforce is small and employees serve in multiple capacities, can you structure work so they may perform tasks distant from one another?

Levels of risk will differ with different job descriptions. By thinking in advance, it will be possible to make appropriate plans for employee work shifts and have protective mechanisms in place for high exposure areas.

- Group employees according to their contact with the general public, on-site service providers, or other coworkers.
- You may also consider grouping employees based on their demographics or their personal environments. Do some of your employees face high exposure risks at home because of a spouse's work setting? Is it possible to group younger workforces together to minimize exposure to senior workers, or workers who are caregivers to elderly or susceptible family members?

Contingency plans or continuity of business plans

Have a plan in place to accommodate a reduction in workforce. If employees are not available to work, identify which activities will be closed or managed differently. Contingency plans help alleviate:

- Loss of adequate workforce
- Workers who might not be adequately trained for each activity
- Loss of key staff with operational knowledge

Prepare written documentation of your business operations in case of illness. Communicate the plan to family or business partners who can step in during a time of need. Small business proprietors may be the sole operators, putting that operation at risk if an illness or business disruption occurs.

Do the employees or family have an understanding of the operation and the appropriate training to do the job? Do they have access to the all needed information, like passwords to important accounts? Can barns and gates be unlocked? Are keys needed for any equipment? Having a business continuity plan ensures the business can stay open, even if key staff members are incapacitated.

Employee health reporting plans

Establish rules for how daily health checks and reporting illness will be handled. Discuss these procedures with employees. Workers that are experiencing COVID symptoms may be contagious. Follow your local health department requirements by asking sick employees to stay home or self-quarantine from the rest of the farm workforce.

- Create a health screening assessment questionnaire for employees to complete at the beginning of work each day, asking about COVID-19 symptoms, positive COVID-19 test, and/or close contact with confirmed or suspected COVID-19 cases.

- Ask employees to take their own temperature and tell employer if it registers over 100.4°F. As an employer, be cautious not to record any data that violates HIPPA guidelines. A simple YES/NO question maintains employee rights: “Was your temperature over 100.4°F before reporting to work today?” If yes, they stay home, if No they are permitted to work.
- Encourage employees to reduce out-of-state travel, participation in mass-group events (weddings, funerals, graduations, etc.), and practice recommendations from state for social distancing in their off-work environments. Employees should report to their employer if they fall into any high-risk situation that may jeopardize the other workers. In some cases, the employee may be asked not to report to work for two weeks, depending on the exposure level.
- Send sick employees to get tested as soon as possible, to minimize the ‘wait period’ for test results. Treat employees who are feeling sick or waiting for test results the same, and assume they are positive for coronavirus.

Equipment Use and Sanitation Plans

Agritourism operations involve many forms of transportation. Assigning employees to specific vehicles will help reduce contact or exposure with the entire fleet.

- Keep all employees out of the cab of equipment and vehicles, even to hand off tools or receive communication, unless they are the ‘assigned operator.’
- Eliminate ride sharing in all vehicles. If that cannot be achieved establish protocols for how a vehicle will be sanitized.
- Set sanitation protocols for high touch points within tractors, equipment, and other vehicles. This includes exterior handrails or grab bars, doorknobs or handles, the steering wheel, controls, handles to open windows, the key or start button, and the seat. Consider exterior equipment points with high touches as well, like drawbars, hitch pins, PTO shafts and hydraulic connections.
- For soft or porous surfaces such as tractor seats remove visible dirt and clean with appropriate cleaners, allowing for dry times between users. If dry times will put equipment out of rotation for too long, consider covering operator seats with a trash bag and changing between each operator.
- Workers should have access to hand sanitizer and/or cleaning supplies for the equipment they operate. Establish a procedure so everyone knows who is responsible for cleaning shared equipment; is it the person who enters the vehicle, or the person who exits the vehicle?

On-Site Custom Vendors

When an outside vendor provides on-site services (food, crafts, etc.) make a plan before their arrival. Ask them to share their COVID-19 protocols. If they fail to have a plan, recommend they follow similar rules in place for your employees. While on your premises, you may ask them to abide by all sanitation, social distancing, and health reporting practices you have in place. This ensures consistency in common areas of your operation.

FIRST AID IS DIFFERENT IN THE ERA OF COVID-19

First Aid Kits

Every agritourism operation should have a first aid kit available for employees (and possibly the public) to access. Kits are available in different sizes. They can be permanently mounted in a central location or portable for use in vehicles or taken to remote areas away from the main building. Items in the kit can be personalized to your operation and include such items as:

- Antiseptic wipes
- Gauze pads & various sized bandages
- Antibiotic cream
- Burn cream
- Insect sting relief
- Sunscreen
- Eye wash kit
- Ibuprofen/Aspirin tablets

Extra precaution must be taken to prevent the spread of COVID-19. Thus, additional items are recommended for first aid kits:

- Hand sanitizer or foaming hand wash sanitizers
- Sanitizing wipes
- Nitrile disposable gloves
- Disposable face mask
- CPR face shield

First Aid Treatments

When providing first aid care, human nature will be to act urgently and with compassion. However, continue to follow COVID-19 precautions, when possible.

- Have the sick or injured person and the caregiver team wear face coverings.
- Limit bystanders and non-essential responders to six feet distancing. Also limit the number of persons in direct contact with the sick or injured person.
- Wash hands before and after treatment.
- Wear disposable gloves during any contact or treatment. Properly remove and dispose the gloves.
- After care has occurred, clean and sanitize the area and any items that have touched the patient.

Performing CPR

Cardiac emergencies can occur at any time. Being trained in CPR is a valuable skill to help adults, children and infants during breathing emergencies. Due to the remote locations of agritourism operations, it is advised to immediately call 9-1-1 to start emergency vehicles in route.

- CPR can be started at any time by trained individuals. Untrained individuals, or those uncomfortable performing CPR on the victim, can start Hands-Only CPR (continuous chest compressions without any mouth to mouth contact). Wear protective gloves.
- Use a breathing barrier for administering mouth-to-mouth resuscitation. The risk of disease transmission is low when using a CPR face shield.

DETERMINING CAPACITY FOR SAFE OPERATIONS

Determine the number of customers at each activity.

1. What is the farm's capacity for socially distanced customers in the defined area of that activity?
 - a. This includes space for staff to properly disinfect and operate the activity.
 - b. Assume a size of each 'household unit' of customers. Some may have two parent/guardians and one child. Others may have two parent/guardians, two grandparents and two children. Four is the optimal number for this assumption. Each farm should approximate their typical household unit.
2. What length of time do customers stay in that area of your farm?
3. For indoor spaces (market sales areas, etc.), the key to determining capacity is six feet physical distancing. This number is determined by first calculating the total square footage of the indoor space that is in the retail part of the building (if not the entire building). Farmers should subtract the floor space which is covered by displays, tables, coolers and otherwise non-useable space from their total floor space in the building. Divide this amount by 36 square feet to get the building capacity. Be sure to include employees as part of the capacity.
4. This estimate entered in the table is based on a socially distanced capacity.

Use this sample chart as an example, then use the blank chart to determine your physical distance capacity. Each farm's plan will differ based on the number of activities offered, space around those activities and other factors.

Activity	Customers that can be in that area at a given time -Keeping people from becoming crowds. -Ensuring social distance in lines. -Allowing adequate time for disinfecting. -Does not include staff numbers	Length of time in area	Turnover within 1-hour period	Customers per 1-hour (Customers x units of time in 1-hour) This is throughput per activity during the 1-hour
Pumpkin Picking	48	30 minutes	2	96
Hayrides	21	15 minutes	4	84
Corn Maze	125	45 minutes	1.33	250
Animal Area	80	20 minutes	3	240
Activity Zone 1	80	30 minutes	2	240
Activity Zone 2	80	30 minutes	2	240
Activity Zone 3	80	30 minutes	2	240
Pumpkin Painting	40	15 minutes	4	160
Market/Shop	10	15 minutes	4	40
Food Service	12	15 minutes	4	48
Total Customers per 1-hour Visit Period (at a physical distanced, 50% capacity)				1638
SAFE Farm Capacity per hour (25% of total capacity)		Reduce above capacity by another half to further ensure social distancing and to allow time for sanitation		819

In this example, the farm could have up to 819 people at the farm at one time. Now, the farm needs to determine how to spread customers out during their stay to avoid overcrowding in any one area of the farm. This can be done by spreading out timed ticket entries over the average length of stay per customer. Farms should estimate the stay based on previous years, while taking into account reduced activities or changes to farm operations which may shorten or lengthen the stay.

Ticket Sales

Timed tickets are the best option for managing capacity. On-site tickets are a possibility as well. Farms would need more detailed plans for on-site ticket sales and ways to communicate availability during opening hours by way of social media or website communications.

Ticket sales: Example based on 2-hour visit period

Number of customers in your typical visit period (This will be the number of tickets you can sell per hour)	Typical visit period in hours 2	Divide 'SAFE Farm Capacity per hour' by number of estimated hours per stay	409
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Ticket sales: Example based on 3-hour visit period

Number of customers in your typical visit period (This will be the number of tickets you can sell per hour)	Typical visit period in hours 3	Divide 'SAFE Farm Capacity per hour' by number of estimated hours per stay	273
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Additional Guidance

- Entry time on ticket needs to clearly state customers may not enter before their ticket time.
- Ticket sales per hour can be divided up in increments less than one hour to ensure lines do not form and to allow for faster service at the entrance.
- Farms will need to manage the parking lot as a 'stand-by' area when people show up early but are not able to enter.
- If selling tickets on-site, capacity per hour at the farm should never exceed the SAFE Farm Capacity (819 in the example above)

CHECK LIST – EMPLOYEES & FARM FAMILY HEALTH

Physical Distancing. To ensure employees comply with physical distancing requirements, the operation has established the following protocols:

- All employees will maintain 6 ft. distance between one another unless safety or function of the work requires a shorter distance.
- Small workspaces will be occupied by only one individual at a time.
- When possible, plexiglass dividers will be installed in areas where there is high volume employee/public interaction. (i.e. ticket counters, cashier stations)
- Essential in-person meetings will be held in open, well-ventilated spaces with appropriate social distancing among employees.
- A specified area has been designated for pick-up and delivery of supplies to the farm, limiting contact to the extent possible.
- Signage will be posted throughout the site to remind employees to adhere to social distancing rules, appropriate use of PPE, proper hygiene, and cleaning and disinfecting protocols.

Specific tasks/situations where 6 ft. of distance between individuals will not be possible. List instruction given to employees to ensure their safety.

Protective Equipment. To ensure employees comply with protective equipment requirements, the operation has established the following protocols:

- Employers must provide employees with an acceptable face covering at no-cost to the employee and have an adequate supply of coverings in case of replacement.
- Face coverings must be cleaned or replaced after use or when damaged or soiled, may not be shared, and should be properly stored or discarded.

The policy to ensure that PPE is appropriately cleaned, stored, and/or discarded is outlined below:

Hygiene. To ensure employees comply with hygiene and cleaning requirements, the operation has established the following protocols:

- Employees are to follow hygiene and sanitation requirements from the Centers for Disease Control and Prevention (CDC) and local health department guidance.
- Hand hygiene stations will be provided and maintained for personnel, including handwashing areas with soap, water, and paper towels. Or for areas where handwashing is not feasible, provide an alcohol-based hand sanitizer containing 70% or more alcohol.

Location of handwashing stations or hand sanitizer stations is described below:



Screening. To ensure the operation and its employees comply with health and safety guidance we will implement the following daily protocols:

- Employees have been instructed to not report to work when sick or experiencing symptoms associated with the coronavirus.
- Health screening assessment questionnaire and temperature check is recommended before the beginning of work each day, asking about COVID-19 symptoms, positive COVID-19 test, and/or close contact with confirmed or suspected COVID-19 cases.
- A plan for cleaning and disinfection in the event of a positive case has been established.

In the case of an employee testing positive for COVID-19, how will you clean the applicable contaminated areas?



How will you inform other employees that they may have been exposed to COVID-19 if there is a positive test within the farm workforce?

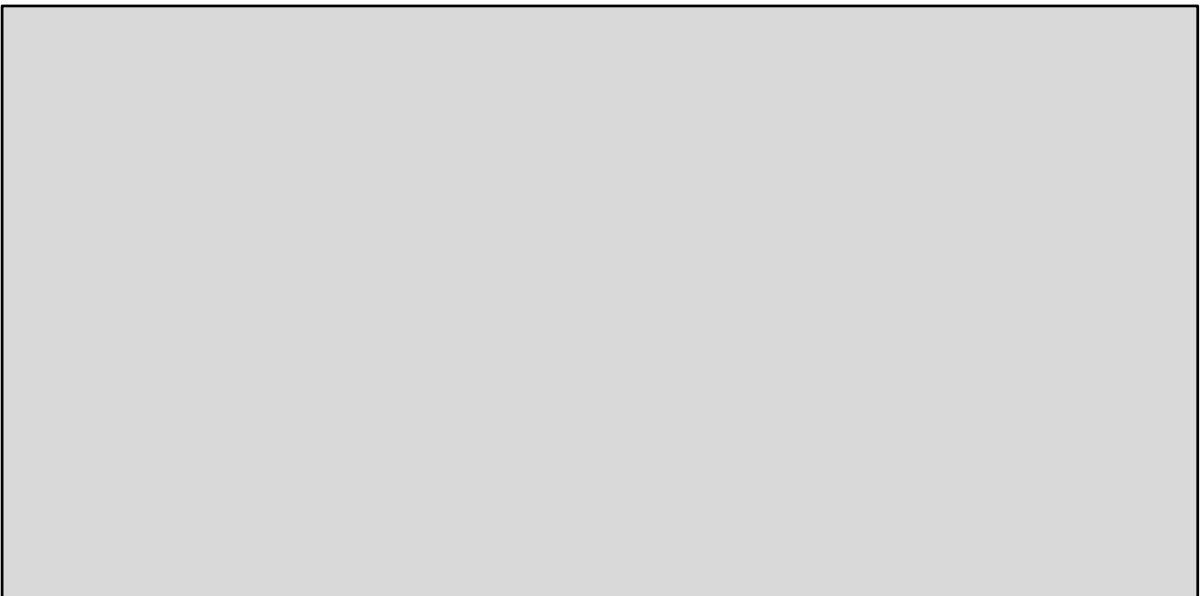


EQUIPMENT

Cleaning. To keep a clean and safe work environment, the operation has established the following protocols:

- Regular cleaning and disinfection will be conducted after every shift, daily, or more frequently as needed, and frequent cleaning and disinfection of shared tools, machinery and surfaces, as well as restrooms and lunch/break spaces.
- Sharing of tools or objects will be limited when possible. When it is necessary to share tools, employees will be expected to sanitize or wash hands before and after contact.
- Eliminate ride sharing when possible. Limit road vehicle, utility vehicle, and machinery operation to one occupant.

List common objects that are likely to be shared between employees. What measures will you implement to ensure the safety of your employees when using these objects?



List situations/job tasks that will not allow for employees to adhere to a one occupant rule for vehicle or machinery operation.



CHECK LIST – OPENING PLANS for AGRITOURISM ACTIVITIES

PLANNING FOR WHAT WILL BE OPEN AT THE FARM

Activity and Event Analysis

- The farm has reviewed the operations section of this guide and reviewed the requirements and recommendations of the state of Ohio and the CDC.
- The farm has contacted their local health department to make contact with the person who works with business opening plans and has the information they need to proceed.
- Activity List - The farm has made a list of all activities and analyzed each activity to determine their ability to offer the activities during the pandemic. The farm will most likely have a reduced selection of offerings during the pandemic.
 - Procedures will be implemented to address the unique nature of each activity and how it could be operated in a safe manner.
 - The farm uses the example checklists for activities to start the plan for each activity. Every farm is different, so the checklist is just a starting point for a specific plan for each farm.
 - Additional activities not listed in the checklist are added with similar precautions included in the plan.
- Group Tours & Field Trips – Offering these types of events result in mass gatherings. Thus, the farm must include more detail in the plan to offer these events. The farm must detail how they can operate these in a safe manner.

List activities that can be operated safely based on requirements and recommendations:

List activities which should be postponed until after the pandemic:

Food Service

- The farm has made a plan to follow the Responsible RestartOhio Restaurant, Bars, and Banquet & Catering Facilities/Service” operating requirements.

GENERAL OPERATIONS

Capacity Plan for Social Distancing – Ticketing and Entrance

- Fencing
 - Perimeter Fencing – Temporary fencing is installed to direct customers to the entry point. ___ entrances will be used, with minimum of 6 ft. between entrance aisles. Ground markings will be utilized to maintain proper social distancing.
 - Sector Fencing – Temporary fencing is installed to direct customers to specific areas. Fencing should assist with social distancing, make it easier to access hand sanitizer at some areas, and make customers exit at a hand washing station in some areas.
- Timed Ticketing based on capacity.
 - Tickets for admission to the farm will be sold online only for a specific date and entry time. For smaller operations that do not charge, online reservations (free tickets) are one of the few ways to manage crowds at the front gate.
 - Tickets will be timed to prevent exceeding capacity and to reduce lines at the entrance. Customers will not be able to enter prior to their ticketed time. Details are listed for the number of tickets offered and the time schedule for entry.
 - Determine farm capacity using example provided.
 - The farm will require customers to not enter if they have symptoms or have been in contact with someone who may have COVID-19. A list of questions relating to this will be displayed at the beginning of the entrance to the farm. Farm employees will ask if by the ticket-taking station.

Sanitation and Customer Safety During Operations

- Face coverings will always be required for customers while inside all enclosed spaces and required for staff members in accordance with the Ohio's statewide mask mandate. A face covering statement is made by the farm and is posted at the farm and in employee communications.
- The farm makes a list/map of their restrooms, handwashing sinks, portable toilets, and hand sanitizing stations on the farm. A cleaning and sanitizing schedule is developed for these areas.
- Grounds maintenance staff will periodically disinfect high touch surfaces throughout the day. This includes handrails and handles, picnic tables, and benches depending on the material they are made of and based on the CDC sanitization guidelines.
- Ground markings will be utilized on all queue to maintain proper social distance.
- Managers will monitor all areas and adjust (i.e. reduce number of picnic tables or realign benches) to allow customers to maintain distance.

Customer Signage and Communication

- A list of all signage for each activity is developed. This includes, but is not limited to face coverings, social distancing, directions to activities, and much more.
- Signs are printed and placed in appropriate locations. Signage is secured as much as possible. Signage is checked on a schedule to ensure it is still in place to assist customers as they visit the farm.
- A communications plan is developed to inform customers of the opening plan. The farm has considered social media, website, press releases and other methods for informing customers of what to expect when they come to the farm.

OPERATING SPECIFIC ACTIVITIES

Corn/Straw/Rope Mazes – These attractions offer great social distancing naturally, with low or no touch points. They are also operated in open air and requires few modifications.

- Cut/construct paths at least 6 ft. in width.
- Mark paths as one way as much as possible. Encourage customers to pass other parties in a single file format with specific signage within the maze.
- Provide convenient sanitizer or a hand washing station at entrance, exit, bridges, and any at any game stations in the maze.
- Sanitize any high touch points every two hours.
- Sanitize low touch points weekly.

Jumping Pillows/ Jumping pads/bounce houses – It is strongly recommended that only open-air inflatables are included during the pandemic.

- Reduce the number of customers by 50% on each rotation to allow for proper spacing between.
- Always encourage all participants to stay on their feet.
- High touch points will be sprayed and wiped down every hour.
- The Jump will be shut down and the surface will be sanitized every two hours throughout the day.

Barrel Train – The Barrel Train is an entirely outdoor activity with approximately six feet normally between each passenger while riding.

- Seat customers in every other car and alternate cars between rides. This will allow for disinfecting between customers.
- Parents will be directed to assist their own children when boarding. Staff members will not touch or assist customers when loading.
- The high touch points will be wiped between each use.
- Only members of the same household group will be permitted to share a car.

Rat Racers – This activity includes large, people-sized tubes that run along a track or an open, grassy area.

- Rolling tubes will be rotated out, sanitized, and allowed to dry after each use.
- Capacity will be reduced by 50%.
- Only members of the same household group will be permitted to share a tube.

Slides –

- Hand sanitizer will be available at the entrance and exit points. All customers will be encouraged to sanitize their hands before entering and again when leaving the area.
- High touch surfaces will be sanitized frequently.
- The slides will be shut down and the surface will be sanitized every two hours throughout the day.

Peddle Carts and Trikes –

- Will be rotated out, sanitized, and allowed to dry after each use.
- Capacity will be reduced by 50%.
- Only members of the same household group will be permitted to share a vehicle.

Corn Box – It is strongly encouraged that this activity is postponed during the pandemic.

- All customers will be encouraged to sanitize their hands before entering and again when leaving the area.
- Provide as much ventilation as possible; barn doors and windows should all remain open while in operation.
- Seating around the perimeter of the Corn Box will be sanitizing at least three times daily.
- Six ft. spacing will be marked on benches to remind customers to maintain distance between families.
- Entrance and exit will be separate lanes, marked with signage.
- Hand sanitizer will be available at the entrance and exit points.
- High touch surfaces will be sanitized frequently.

Hayrides & Shuttles –

- The CDC suggests that 15 minutes of close exposure can be used as an operational definition. On hayrides, customers will walk past each other or come closer than six feet. Because of this, it is recommended that hayrides last no longer than 15 minutes.
- Wagons will be marked off with 6 ft. seating areas. Customers will be seated in every other section to maintain 6 ft. between customer groups. When the ride is complete, the riders exit and their seats are sanitized. The next group sits in the sections previously unoccupied by the earlier riders. The hayride will always run at 50% capacity to allow the cleaned seats to dry before the next rider rotation.”
- If the farm provides shuttles from the parking lot to the farm entrance or from the farm to a pick-your-own area, the farm should operate the same as a hayride and ensure social distancing.
- For smaller wagons, considerations should be given to operating more wagons and limiting wagons to one or two households. This depends on each farm’s ability to shuttle guests to/from plots of Christmas trees and/or pumpkin patches to ensure the farm’s viability for the season – while focusing on public health as the number one priority.
- If social distancing cannot be maintained on hayrides/shuttles, the farm should carefully review options for changes in parking, walking paths/trails to fields and other options to continue business operations.

Animal Feeding –

- Customers will enter through one point. Hand sanitizer will be offered at entry with signage encouraging use.
- Machines will not be used for animal feed due to the high touch surfaces and potential for lines to form without staff to manage them.
- Individual one-use feed cups OR re-sealable bag will be offered for customers who wish to purchase animal feed.
 - To limit money handling at the farm, sealed bags are the best option to be offered wherever checkout stations are already located.
 - If cups are offered, customers should pick up their own cup of animal feed and staff member will wear disposable gloves when filling cups and change out gloves each batch of cups.
- After feeding, customers will be encouraged to dispose of their own feed cups in trash cans provided in the animal area.
- Hand washing sinks or portable sinks (running water and soap) will be provided at the exit of the animal feeding area. Signage will instruct customers how to wash their hands when exiting the animal area.
- High touch areas such as gates and hand washing area will be wiped down at least every two hours during open hours.

Zip lines –

- Staff and customers will be required to wear face masks during the activity.
- Customer will be encouraged to sanitize hands before and after zipping.
- Harnesses, tethers and trolleys will be sanitized after each use according to the manufacture's COVID – 19 recommendations.
- The area will undergo a weekly deep clean including all high and low touch surfaces in employee and customer areas, including shelves and other items in storage area.
- Other high touch surfaces sanitized frequently.

Straw Jumps/climbs –

- All customers will be encouraged to sanitize their hands before entering and again when leaving the area.
- Provide as much ventilation as possible; barn doors and windows should all remain open while in operation.
- The structure will be limited to 50% capacity to allow for proper spacing between participants.
- Always encourage all participants to stay on their feet.
- High touch points will be sprayed and wiped down every hour.

Pick-Your-Own Pumpkins/Cut-Your-Own Christmas Trees and Related Retail Displays

- Each farm should do a walk-through of this activity to ensure all points of safety are covered. Locations of farm fields and displays vary widely. Thus, a plan is rather specific to each farm.
- Hand sanitizer will be available at the entrance and exit points of the field or display area.
- Any loppers/clippers/saws used to cut pumpkins/trees will be sanitized upon return by customer.
- Wagons/sled will only be used for transporting pumpkins and loppers/clippers. Wagons/sleds will be marked for 'no riding.'
- Wagon/sled handles and entire wagon will be sanitized upon return by the customer.
- To reduce touching, encourage selling pumpkins by the piece. But if pumpkins are weighed, only farm staff should touch and use scales and scales will be sanitized between each customer.
- When shaking and tying trees, care should be taken to limit the amount of surfaces touched by the staff member and the customer. Develop a system for them to drop the tree in one spot before staff member prepares tree.
- Gourds and mini pumpkins can be selected by customer, and high touch display shelves will be sanitized frequently.
- Ornamental corn should be sold pre-bunched, eliminating bunch your own sales.
- Wreaths and other items should be displayed to encourage social distancing.

Play Areas & Picture Areas (Cut-Out Photo Opportunities)–

- The farm has reduced the number of touchable surfaces as much as possible in each area.
- Areas are sectioned off to reduce congregating.
- Signage is spread out over an area that is large enough for social distancing and reduced the ability for households to congregate.
- Signs with cut-outs should be reduced OR faces should be printed, laminated, and stapled behind the cut-out holes. Signage should be placed on the back of the signs alerting customers that photos from the front with no touching is offered this year.

- New or changed photo areas should be considered to continue to have farm logo in customer photos, but reducing and eliminating the opportunity for customers to touch props or signs with their hands or faces.
- A cleaning schedule has been developed based on CDC guidelines (cited above and in references).
 - Normal cleaning, wiping down any high touch areas, but not disinfection of high touch surfaces made of plastic or metal (grab bars, railings).
 - CDC guidelines do not recommend cleaning and disinfecting wooden surfaces such as play structures, benches, and tables.

Santa & Farm Character Photo Opportunities

- The farm should change the photo opportunity area to meet social distancing guidelines.
- Creativity will be the key to making this event fun, while providing a safe environment for customers. Consider having a seating area for the children. After being seated, Santa or the character moves into the area at an appropriate distance. Consider changing the design so it seems more natural, i.e. –
 - A pile of pumpkins with children in front and character behind.
 - A row of secured trees with children in front and a chimney behind with Santa holding his pack like he is going down the chimney.
- As noted in other sections, a cleaning schedule has been developed based on CDC guidelines (cited above and in references).

REFERENCES and ADDITIONAL RESOURCES

Center for Disease Control (CDC) provides many useful references

CDC (2020). *Cleaning and Disinfecting Your Facility*. Available from:

<https://www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html>

CDC (2020). *COVID-19 Considerations for Animal Activities at Fairs, Shows, and Other Events*. Available from:

<https://www.cdc.gov/coronavirus/2019-ncov/animals/events-animal-activities.html>

CDC (2020). *COVID -19 Considerations for Traveling Amusement Parks and Carnivals*. Available from:

<https://www.cdc.gov/coronavirus/2019-ncov/community/parks-rec/amusement-park-carnival.html>

CDC (2020). *How to Wash Masks*. Available from:

<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/how-to-wash-cloth-face-coverings.html>

CDC (2020). *Prepare your Small Business and Employees for the Effects of COVID-19*.

Available from: <https://www.cdc.gov/coronavirus/2019-ncov/community/guidance-small-business.html>

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CDC (2020). *Serious Adverse Health Events, Including Death, associated with Ingesting Alcohol-Based Hand Sanitizers Containing Methanol*. Available from: <https://www.cdc.gov/mmwr/volumes/69/wr/mm6932e1.htm>

Ohio Department of Health (ODH) provides useful resources specific to Ohio

Ohio Department of Health (2020). *Cloth masks/face coverings in the workplace*. Available from: <https://coronavirus.ohio.gov/wps/portal/gov/covid-19/resources/general-resources/cloth-masks-or-face-coverings-in-the-workplace>

Ohio Department of Health (2020). *COVID-19 Update: Masks in schools, Rapid testing, community spread, and spread from faith-based settings*. Available from: <https://coronavirus.ohio.gov/wps/portal/gov/covid-19/resources/news-releases-news-you-can-use/covid-19-update-08-04-20>

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Ohio Department of Health (2020). *Information for Visiting State Parks COVID-19 Checklist*. Available from: <https://coronavirus.ohio.gov/wps/portal/gov/covid-19/checklists/english-checklists/State-Parks-Visiting-COVID-19-Information>

State of Ohio (2020). *COVID-19 Update: Liquor Sale and On-Premises Consumption Limits, Mass Gathering Order, Updated Risk Levels*. Available from: <https://governor.ohio.gov/wps/portal/gov/governor/media/news-and-media/covid19-update-07302020>

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Ohio Department of Health (2020). *Ohio Public Health Advisory System*. Available from: <https://coronavirus.ohio.gov/wps/portal/gov/covid-19/public-health-advisory-system/>

Ohio Department of Health (2020). *Responsible Restart Ohio, Consumer, Retail, Services & Entertainment, Ohio Department of Health*. Available from: <https://coronavirus.ohio.gov/static/responsible/Consumer-Retail-Services.pdf>

Additional references and resources

American Red Cross (2020). *First aid kits during COVID-19*. Available from: <https://www.redcross.org/store>

Brooks, J.T., Butler, J.C, Redfield, R.R. (2020). *Universal Masking to Prevent SARS-CoV-2 Transmission—The Time Is Now*. Journal of the American Medical Association, doi:10.1001/jama.2020.13107. Retrieved from: <https://jamanetwork.com/journals/jama/fullarticle/2768532>

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U.S. Food & Drug Administration (2020). *COVID-19 Frequently Asked Questions*. Available from: <https://www.fda.gov/emergency-preparedness-and-response/coronavirus-disease-2019-covid-19/covid-19-frequently-asked-questions>

U.S. Food & Drug Administration (2020). *Use of Respirators, Facemasks, and Cloth Face Coverings in the Food and Agriculture Sector During Coronavirus Disease (COVID-19) Pandemic*. Available from: <https://www.fda.gov/food/food-safety-during-emergencies/use-respirators-facemasks-and-cloth-face-coverings-food-and-agriculture-sector-during-coronavirus>

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