



A RESOURCE FOR HEALTHY LIVING FROM THE
GALLATIN CITY-COUNTY HEALTH DEPARTMENT

HUMAN SERVICES • 406.582.3100, hs@gallatin.mt.gov
ENVIRONMENTAL HEALTH • 406.582.3120, ehs@gallatin.mt.gov
WIC • 406.582.3115, wic@gallatin.mt.gov

healthygallatin.org

Dear Hotel, Motel and Tourist Home Operators:

As the 2019 coronavirus disease becomes more prevalent, businesses such as yours should practice preventative measures and be prepared to respond to infectious diseases. As hotel, motel and tourist home operators this is an important time to check your policies and procedures. While you alone cannot completely control the introduction of COVID-19 or other infectious diseases into the environment, you do have the power to take all available precautions.

The current risk remains low in Montana, but the situation is changing daily. It is important to know that influenza remains a significant health concern for Montanans and that the things we do to protect ourselves from influenza also will help protect us from COVID-19. Those things include: covering your cough and sneeze, washing your hands frequently and thoroughly (at least 20 seconds), and staying home if you are sick.

Below, please find some additional information on the COVID-19 and specific precautions and measures you can take to prevent the spread in your establishment.

What is a Coronavirus?

Coronaviruses are a large family of viruses. They usually cause mild respiratory illnesses such as the common cold. Some coronaviruses have caused more severe illness, such as severe acute respiratory syndrome (SARS) and Middle East respiratory syndrome (MERS). COVID-19 is a new coronavirus that had not been seen in humans before December 2019.

What Can I do as a Hotel, Motel or Tourist Home to Prevent a COVID-19 Infection?

The same simple steps that prevent the spread of ordinary flu viruses work to prevent COVID-19 and other illnesses.

- **Encourage good hygiene. Reaffirm established standards for hygiene measures and provide refresher training to staff regarding sanitation, hygiene and food safety.** For example:



- Instruct your staff to wash hands often with soap and water for at least 20 seconds. Place [posters](#) at the entrance, workstations, and in other workplace areas where they are likely to be seen.
- Cover nose and mouth with your elbow or tissue paper when sneezing or coughing. Discard tissue after use and wash your hands. Do not cough or sneeze into your bare hands.
- **Actively encourage employees to stay home when sick.** Ensure your employees are aware of your policies and place [posters](#) that encourage staying home when sick. Consider temporarily revising policies that require doctor's notes before returning to work.
- **Routinely clean and disinfect all frequently touched surfaces such as workstations, remote controls, appliance handles, countertops, handrails, bathroom fixtures, and doorknobs.** Cleaning of visibly dirty surfaces followed by disinfection is a best practice measure for prevention of COVID-19 and other viral respiratory illnesses in community settings. Use the cleaning and disinfecting agents you usually use in these areas and follow the directions on the label.

Remember:

Cleaning refers to the removal of dirt and impurities including germs from surfaces. Cleaning alone does not kill germs. But by removing them, it decreases the number of germs and therefore any risk of spreading infection.

Disinfecting kills germs on surfaces. Disinfecting works by using chemicals to kill germs on surfaces. This process does not necessarily clean dirty surfaces or remove germs. But killing germs remaining on a surface after cleaning further reduces any risk of spreading infection. [Products with EPA-approved emerging viral pathogens claims](#) are expected to be effective against COVID-19 based on data for harder to kill viruses.

- **Develop policies for worker protection and provide training to all cleaning staff.** Training should include when to use personal protective equipment PPE (gloves) and how to put on, take off, and dispose of PPE. Train staff on safe and effective use of cleaning agents.



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Linens, Clothing, and Other Items That Go in the Laundry

- Follow your existing procedures for laundering items with bodily fluids or visible contamination.
- Check to make sure your machines are set to the warmest appropriate setting (135 degrees for at least 10 minutes) and make sure all items are dried completely before re-use.

Stay up to date with accurate information on novel coronavirus (COVID-19) at healthygallatin.org/coronavirus-covid-19. This is an evolving situation and this page will be updated frequently.

You can also stay up-to-date on the situation at the DPHHS website as well as CDC.

