

BEST PRACTICES BY INDUSTRY SECTOR Installation/Service

BEST PRACTICES FOR THE INSTALLATION/SERVICE CONTRACTORS INDUSTRY:

EMPLOYEES:

- Employees should not report to any job site if suffering from any illness or has been exposed to anyone that has been diagnosed with COVID-19.
- Contact client prior to appointment and screen for illness:
 - Have you or anyone in the household had a cough?
 - Have you or anyone in the household had a fever above 100.4-degree Fahrenheit?
 - Have you or anyone in the household had shortness of breath?
- Reschedule an appointment if client answers "yes" to any of the questions above until client's symptoms (cough, fever and shortness of breath) have been resolved, and fever has been resolved without medication for at least 72 hours, or at least 14 days after contact with a person sick with cough, fever, or diagnosed COVID-19.
- Record client contact information, date and time of appointment and contractor/installer for each client. If there is a positive COVID-19 case associated with the business, public health may need the business to provide this information for a contact tracing investigation. Unless otherwise required, this information may be destroyed after 60 days from the appointment.
- Have you or anyone in the household been in close contact with anyone with these symptoms or anyone who has been diagnosed with COVID-19 in the past 14 days?
- Wear protective face coverings and gloves during in-home delivery and/or installation services.
- Gloves for appropriate positions.
- Ensure proper social distancing between employee and customer.
- Clean and disinfect any surfaces which will be regularly contacted throughout the duration of any installation.
- When delivery/installation is complete, clean and disinfect all surfaces which were contacted throughout installation.
- Clean and disinfect any tools or supplies used throughout delivery/installation upon leaving the home.
- Touchless work completed documents, invoices, quotes, when possible.