



RENTER RESPONSIBILITY – Warren County Health Services also requests that:

- *Renters in each cottage should all come from the same household of residence until further notice.*
- *Renters should not host outside visitors in their rental (i.e. having friends over or hosting a gathering).*
- *Renters should keep track of when and where they travel in case someone becomes ill. It can help later on with contact tracing.*
- *Renters should follow established protocols for social distancing and wear a mask as required by the Governor’s order when social distancing can’t be maintained.*
- *Renters should continue to limit unnecessary travel and use curbside pick for food and other essential items.*

OWNER RESPONSIBILITY – Owners of rental properties were asked to:

- ✓ *Have a plan in place to properly disinfect the rental after each visitor leaves*
- ✓ *Have a plan in place to conduct a deep cleaning should a renter become ill while staying in the rental. In this circumstance, an owner MUST call Warren County Health Services at 518-761-6580 for professional guidance.*
- ✓ *Display a set of local protocols for visitors from outside of the region regarding mask usage, gatherings, social distancing etc. on the refrigerator*
- ✓ *Remind renters that should someone become ill while renting they will not be able to “evict” a sick renter since that person is contagious and must be handled in a manner deemed medically appropriate by Warren County Health Services.*
- ✓ *Post the phone numbers of local ems, fire, hospital, urgent care center, and public health office should someone become sick with signs and symptoms of COVID-19 so the renters can call ahead before going for medical care (obviously if it is an immediate life-threatening situation 911 should be called without delay).*

Warren County Health Services can be reached at **518-761-6580**

www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html



Warren County NY COVID-19 Response and Business Continuity



Cleaning Standard of Procedures

Checklist of items to clean and disinfect (in each unit):

<p>General:</p> <ul style="list-style-type: none"> • Doorknobs • Surfaces • Light switches • Remote controls • Tables • Fan and lamp chains • Window sills and window handles • Thermostats • Keys / Lock Box • Railings • Garbage and recycling bins 	<p>Kitchen:</p> <ul style="list-style-type: none"> • Sinks • Cabinet handles and pulls • Appliances: oven, toaster, coffee maker, etc. • Condiments: oil, salt and pepper shakers, commonly used spices and containers, etc. • Kitchenware that isn't dishwasher safe: ceramic bowls, kids' plasticware, etc. • Hard-backed chairs
<p>Bathroom:</p> <ul style="list-style-type: none"> • Sinks • Toilets • Faucet handles • Showers and tubs • Shower curtains and doors 	<p>Bedroom</p> <ul style="list-style-type: none"> • Nightstands • Furniture
<p>Cleaning appliances:</p> <ul style="list-style-type: none"> • Dishwashers • Vacuum cleaners • Washer/dryer units 	<p>Kids' items:</p> <ul style="list-style-type: none"> • Toys • Portable cribs and playpens • High chairs
<p>Other amenities:</p> <ul style="list-style-type: none"> • Bikes • Beach supplies • Games • Rec Room toys 	<p>Porch areas:</p> <ul style="list-style-type: none"> • Tables • Chairs • Door Handles / Railings / Doors



These cleaning guidelines are to be followed:

These are the guidelines we are following when cleaning between guests.

- 1. Wear protective gear while you clean.** Personal protective items like disposable gloves, aprons or gowns, and facial coverings (like homemade or purchased masks) can provide additional protection. Make sure to wash your hands immediately after removing gloves.
- 2. Ventilate rooms before you clean.** The CDC recommends opening outside doors and windows and using ventilating fans to increase air circulation in the space before beginning to clean and disinfect.
- 3. Wash your hands thoroughly before and after each cleaning.** Use soap and water, and wash for at least 20 seconds. If that's not possible, use a hand sanitizer with at least 60% alcohol.
- 4. Clean, then disinfect.** Use detergent or soap and water to remove dirt, grease, dust, and germs. Once the surface is clean, spray with a disinfectant. Let it stand for a few minutes, then wipe—and if you're not using paper towels or disposable wipes, it's best to use a new cleaning cloth for each guest.
- 5. Avoid touching your face while cleaning.** To prevent the spread of germs, the CDC recommends not touching your face, nose, and eyes with unwashed hands—so pay extra attention when cleaning.
- 6. Use the right disinfectant.** Most common household disinfectants registered by the Environmental Protection Agency, as well as cleaning solutions with diluted household bleach or at least 70% alcohol, are believed to be effective against the coronavirus. Pay special attention to frequently touched surfaces, like light switches, doorknobs, remote controls, and faucet handles.
- 7. Don't forget about sofas, rugs, drapes, and other soft, porous surfaces.** Carefully remove any visible dirt or grime, then clean with the appropriate cleaners indicated for use on these surfaces.
- 8. Empty the vacuum cleaner after every cleaning or use a different vacuum in each unit.** You should wipe down the vacuum cleaner with disinfectant, along with appliances like dishwasher and washing machine.



9. While restocking your supplies, take a moment to check expiration dates. And remember to never mix household bleach with ammonia or any other cleaning solution that can release toxic gases that are dangerous to inhale.

10. Line trash cans. Placing bags into trash bins will make it easier to dispose of tissues and other waste.

11. Dispose of or wash your cleaning supplies. If you're using paper towels, disinfectant wipes, and other disposable cleaning supplies, take the trash out after you're done. If you're using cleaning cloths and other reusable products, make sure to machine-wash them at the highest heat setting appropriate for the material.

12. Safely remove any cleaning gear. When you're done cleaning, immediately remove any protective outerwear like gowns, gloves, or masks, and dispose of them or wash accordingly. Remember to wash your hands for at least 20 seconds afterwards.



Helping guests protect themselves

Like us, we're sure you would like to take extra steps to reduce your risk of infection (or infecting others). Because of this, we do encourage social distancing by offering (our standard) self check-in and checkout procedures.

As our return guests know, we have already previously installed our key lockboxes for our renters to use without any contact and provide the pre-arrival entrance instructions via email. We also minimize person-to-person contact by avoiding routine maintenance in your immediate areas, during your stay (as much as possible)

We encourage you to clean up after yourselves and use your cottage-provided garbage cans (rather than the general ones on the property), and we have also provided public use hand sanitizer stations on the property (outside rec room and on beach shed).

Wash your hands thoroughly with soap and water for at least 20 seconds, especially before eating.

Avoid close contact with people who are sick and stay home if you are sick.

Avoid touching your eyes, nose, and mouth.

If you must go out, stay at least 6 feet away from others.

You should wear a face mask / face covering in public when social distancing (6 ft apart) is not possible, especially in public areas, transportation, stores, crowded areas.

Cover your cough or sneeze with a tissue, then throw the tissue in the trash immediately.

Clean and disinfect frequently touched objects and surfaces.