



Health and Safety Guidelines for Type II Gaming

The purpose of this communication is to set forth minimum standards for permittees with a type II gaming endorsement (permittee) wishing to resume their gaming activities. Game- or activity-specific guidance is provided in addition to the minimum standards. Each permittee should develop a detailed plan corresponding to each point below, and should further tailor its plan to the type(s) of allowable activities conducted. Plans should focus heavily on the health and safety of all employees and customers, and serve to provide confidence to the public that type II gaming will commence in a measured and responsible manner under conditions now necessary with the risks of the COVID-19 pandemic. This communication sets forth the minimum standards—permittees are not precluded from implementing procedures and policies in addition to, or more stringent than, those listed below.

COVID-19 Preparedness and Response Plans for Permittees with Type II Gaming Endorsement

Each permittee must develop a COVID-19 Preparedness and Response plan consistent with current [Centers for Disease Control \(CDC\)](#) and [Occupational Safety and Health Administration \(OSHA\)](#) recommendations, guidance from the [Indiana State Department of Health \(ISDH\)](#), executive orders issued by Governor Holcomb, any orders or directives issued by local authorities, and this communication. General guidelines for all businesses, as well as industry-specific guidelines, are provided through Indiana's [Back on Track](#) website. Response plans must include procedures for addressing employees and customers who show signs of illness and measures taken if a person with COVID-19 is believed to have visited the permittee's facility. Prior to resuming type II gaming operations, all permittees shall conduct a full cleaning and disinfecting of its facility and/or gaming location in accordance with CDC guidelines if one has not already been completed. While permittees are expected to prepare and develop their own plan, please note that the ATC will not be reviewing or approving plans.

Reopening Minimum Health and Safety Guidelines

- 1. Designate a "Health Officer."** Permittees must designate a Health Officer. The Health Officer will be responsible for the permittee's compliance with this guidance and any other health and safety guidance provided. Permittees should allow for employees and customers to identify and communicate potential improvements and/or concerns to the Health Officer.
- 2. Enforce Social Distancing.** Permittees must ensure that employees and guests remain a minimum of six (6) feet away from each other unless closer interaction is absolutely required to perform their duties (e.g., purchasing gaming supplies for play, awarding a payout or prize), or if guests are traveling together. Signage, tape, or other markings should be used to designate six (6) feet of spacing for employees and customers to maintain an appropriate distance in queueing and seating areas. Where possible, designate one point of ingress/egress for incoming traffic, and a second point of ingress/egress for outgoing traffic to encourage at least six (6) feet of separation between individuals.

3. **Determine Maximum Attendance.** Permittees must make a determination of the maximum number of individuals (to include both employees and customers) allowed in the gaming area at one time based on implemented social distancing requirements. Maximum capacity during stage 4 will be as follows:
 - a. **Permittees with in-person full service dining:**
 - i. **Bar seating:** During stage 4, bar seating may reopen at 50% seating capacity.
 - ii. **Dining area for customers twenty-one years of age or older:** Dining areas other than the bar may be open at 75% capacity.
 - b. **Permittees that do not have in-person full service dining (i.e. bars or nightclubs):**
 - i. **Bar Seating:** During stage 4, bar seating may open at 50% seating capacity.
 - ii. **Dining area for customers twenty-one years of age or older:** Areas other than the bar may be open at 50% capacity, determined your local fire or building code inspector.

The maximum attendance figures should be posted conspicuously and be included in any advertising and on the permittee's website so that guests are aware of the limit. This limit must account for adequate social distancing for employees and customers. An employee should be assigned to count and keep track of attendance during the course of gaming activities.

4. **Facial Coverings and Personal Protective Equipment (PPE).** Permittees should ensure that their employees wear a facial covering. Permittees should offer instruction on proper use of facial coverings and PPE.
5. **Encourage Guests to Wear Facial Coverings.** Permittees should encourage guests to wear facial coverings. Permittees are encouraged to proactively inform (e.g., on signage, advertising, on the website) customers prior to restarting type II gaming activities regarding any requirement to wear a facial covering during gaming activities.
6. **Provide Adequate Hand Sanitizer and Encourage Hand Washing.** Permittees must supply adequate hand sanitizer (60% alcohol content or higher) for both employees and customers and ensure that it is made available near high-traffic and high-touch areas (e.g., doors or door handles, ATMs, pull tab dispensers). Permittees must also encourage routine and consistent hand washing for employees and customers, including ensuring an adequate supply of soap in the restroom(s). Handshaking and high fives should be discouraged in favor of alternative and creative ways to celebrate or greet one another while social distancing.
7. **Sanitize Routinely.** Permittees must routinely sanitize frequently touched surfaces and areas (e.g., door knobs, ATMs, counters, tables, chairs, restrooms, etc.). Cleaning and disinfecting supplies must be made available to both employees and customers during gaming activities and in the restroom(s). When a permittee identifies an employee who has COVID-19 or the associated symptoms, they must further ensure that they immediately restrict access to potentially contaminated areas and post signage and adequately clean and disinfect impacted areas.
8. **Conduct Daily Health Checks.** Permittees should develop and implement daily health screenings for employees. These checks may be either self-administered or administered by the permittee prior to the employee's shift.

- 9. Signage for Guests.** Permittees must conspicuously display signage at points of ingress with screening questions and notice for customers. Signage should pose questions necessary to screen guests that may be ill or have had potential contact with COVID-19. Customers that indicate positive answers to screening questions should not be admitted access to the venue. Signage should also note potential risks for customers.
- 10. Require Employees and Customers to Stay Home When Ill.** Permittees should require that any employee or customer do not attend gaming activities if they are sick, develop COVID-19 symptoms, or believe they may have been exposed by a close contact. Employees or customers that exhibit COVID-19 symptoms during gaming activities should be advised to leave and seek medical care or COVID-19 testing. Resources for testing are available in Indiana through medical providers and the OptumServe testing procedure.
- 11. Make Special Accommodations.** Permittees must, to the greatest extent practicable, make special accommodations for employees and customers at higher risk for severe illness. Vulnerable employees should be offered duties that minimize their contact with other individuals. Consider offering special operating hours for elderly or vulnerable populations.
- 12. Educate and Train Employees.** Permittees must educate and train employees regarding COVID-19, its symptoms, and the measures required to limit its transmission and related protocols.
- 13. Post COVID-19 Preparedness and Response Plan.** Permittees must develop a reopening plan and post this plan in a conspicuous place near the entry to the gaming area, and make copies available to employees and customers. Permittees are encouraged to display information from the CDC and ISDH regarding handwashing, the need to stay home if sick, and other health information at their facility or gaming location.
- 14. Notice of Positive COVID-19.** If a permittee is informed or alerted of a case of COVID-19 at its venue, whether customer or employee, it must notify and cooperate with the local health authorities. The designated Health Officer should assist local health authorities with data sharing and contact tracing. Permittees should develop specific disinfecting plans in the event of a positive COVID-19 occurrence.

Complaints

If any permittee fails to ensure workplace safety and health requirements, complaints may be submitted to [Indiana Occupational Safety and Health Administration](#).

Game Specific Guidance

Raffles, Pull-Tabs, Punchboards, and Tipboards

Proper disinfecting procedures must be enforced in all gaming areas and back of the house areas including but not limited to: break rooms, entrances, meeting rooms, and secure areas. Disinfecting procedures should also include shared equipment to include public address systems, cash drawers and storage devices, raffle display boards, ATMs, counters, etc. Pull tab dispensing devices should be cleaned and disinfected at least twice per day, and disinfecting supplies should be made available to guests to use at their convenience. Employees that sell pull tabs throughout the venue should wear

appropriate facial coverings and make every effort to minimize the duration and extent of the interaction, with routine breaks encouraged for handwashing and use of hand sanitizer.

Social distancing of at least six (6) feet for guests not traveling together should be enforced by the permittee. Employees must observe social distancing requirements. Employees should wear facial coverings and other appropriate personal protective equipment (PPE). Facial coverings should be encouraged for all guests.

Questions and/or complaints for non-compliance regarding type II gaming-specific operations may be directed to the alcohol and tobacco commission by contacting your local Indiana State Excise Police district. Contact information can be found at <https://www.in.gov/atc/ise/2379.htm>.

Helpful Links

The following links may be helpful as you develop your plan. This is not an exhaustive list. Please continue to consult current [CDC](#) and [ISDH](#) guidelines for health and safety guidance and adjust your operational plan as needed.

- Indiana Department of Homeland Security – Code Enforcement Guidance for Businesses During Indiana’s Phased Reopening: <https://www.in.gov/dhs/files/Code%20Enforcement%20Guidance%20During%20Phased%20Reopening.pdf>
- ISDH guidance for wearing face-coverings in public, including links to instructions for making your own cloth face-covering: https://www.coronavirus.in.gov/files/IN_COVID-19_Cloth%20Face%20Coverings%204.5.20.pdf.
- ISDH guidance on glove use: <https://www.coronavirus.in.gov/files/Glove-use.pdf>.
- CDC guidance on handwashing and use of hand sanitizer: <https://www.cdc.gov/handwashing/when-how-handwashing.html>.
- CDC guidance for proper cleaning and disinfecting: <https://www.cdc.gov/coronavirus/2019-ncov/community/reopen-guidance.html>.
- CDC guidance for how the virus spreads: https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/how-covid-spreads.html?CDC_AA_refVal=https%3A%2F%2Fwww.cdc.gov%2Fcoronavirus%2F2019-ncov%2Fprepare%2Ftransmission.html.
- CDC guidance for identifying symptoms: <https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>.
- ISDH’s list of testing sites: <https://isdh.maps.arcgis.com/apps/webappviewer/index.html?id=fa61af71d4474e62b2408647d1624817>.
- CDC FAQs regarding high risk individuals: <https://www.cdc.gov/coronavirus/2019-ncov/faq.html#Higher-Risk>.
- CDC guidance regarding how to protect yourself and others: <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/prevention.html>.