



# ALEXANDRIA HEALTH DEPARTMENT

## Main Office

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Health Director

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Dear Alexandria Property Managers,

Thank you for all that you are doing to reduce the risk of transmission of COVID-19 among your residents, staff, visitors and vendors.

Virginia has now been in Phase 3 of reopening since July 1; however, **COVID-19 is still active in our community. Everyone must remain vigilant with actions to reduce the risk of catching the virus.**

In this letter, Alexandria Health Department (AHD) clarifies requirements from Governor Northam's [Executive Order 67](#), regarding Phase 3 reopening, and [Executive Order 63](#) on the use of face covers. We have also included some recommendations to keep your residents informed and safe.

## **Phase 3**

Your property may have a number of amenities that are impacted by Phase 3. **However, just because you are legally able to open or expand certain features, does not mean that it is appropriate for your circumstances.** Consider your staff's capacity to monitor and disinfect each amenity before opening. Some properties have successfully utilized a reservation system to reduce crowding.

If your property has a:

- ❖ **Fitness center/gym**, you must ensure that:
  - All participants and instructors remain at least 10 feet apart from each other at all times
  - The total number of attendees (participants + instructors) cannot exceed 75% of the minimum occupancy load on the certificate of occupancy.
  - There is cleaning and disinfection of shared equipment after each use

- Equipment that cannot be thoroughly disinfected between uses (e.g. climbing rope, exercise bands, etc.) are not used
  - You have provided hand washing stations or hand sanitizer stations for participants, guests and instructors
  - Employees in customer facing areas are wearing face covers.
- ❖ **Hot tub, spa, splash pad, spray pool, interactive water feature**, these:
- Must remain closed
- ❖ **Swimming pool (indoor or outdoor)**, this:
- May be open for open swim at a maximum of 75% capacity
  - Must be limited to no more than three persons per lane with 10 feet of distance between swimmers
  - Must have hand sanitizer or hand-washing stations provided for patrons, members and guests
  - Must have additional staff enforcing physical distancing as lifeguards must remain focused on guarding the pool and responding to distressed swimmers
- ❖ **Indoor or outdoor gathering space**, you must:
- Ensure that there are no gatherings (e.g. social events, parties, celebrations, etc) of more than 250 persons

## **Face Covers**

Many Alexandria residents have called AHD with complaints about people not wearing face covers or crowding into elevators in residential buildings. We understand the state guidelines have been complicated so let us be clear:

Executive Order 63 **does apply** to indoor common areas of apartment or condominium buildings. This may include lobby areas, mailrooms, laundry facilities, and elevators.

Building employees in customer-facing areas must also wear face coverings over their nose and mouth at all times.

## **Free Signage for Posting**

AHD recommends that all properties:

Post signage around the building stating:

- Persons who are ill should remain at home

- Persons should maintain 6 foot physical distancing (see floor markers [here](#))
- Person must wear a face covering over their nose and mouth at all times when indoors (printable sign [here](#))
- Limits in how many people can use an elevator at one time
- If you have not received such signage from a corporate office, free posters with public health reminders are available from the City and can be delivered to your building. Request signage from our catalog [here](#).

## **Resources for Staff and Residents**

### **A) <https://www.alexandriava.gov/CoronavirusFAQ>**

Excellent resource for you, your staff, residents and vendors for any questions they may have

### **B) 703-746-4988**

AHD's Coronavirus Hotline: staffed 9-6, Mon-Fri - for anyone to call with any questions or concerns (accepts voice messages when not staffed; voice messages will be returned the next business day)

### **C) When it is Safe to Return to Work**

The Alexandria Health Department does not issue letters for return to work from isolation or quarantine. In addition, letters from healthcare providers are usually unnecessary since return to work is based on reported symptoms. We encourage employers and employees to communicate with each other and follow the guidelines in "[When You Can Be Around Others](#)" ([Spanish](#) | [Amharic](#) | [Arabic](#)).

**D)** Post this sign [warning employees](#) not to come in when sick.

Thank you again for your work to stop the spread of COVID-19!

Sincerely,



Stephen A. Haering, MD, MPH, FACPM  
Director, Alexandria Health Department