



# 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.

As you know, **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) covers some of the resources available to you as you work to keep your residents informed and safe.

### **Free Signage for Posting**

Many of the calls and concerns to the AHD hotline about residential properties are about a lack of signage in common areas. Get ahead of the calls and print out some of the free signage that AHD has made available.

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](#).

### **Infection Prevention Coaching**

AHD is offering a free service to residential properties in Alexandria to help you assess how to further reduce the spread of COVID-19. An infection prevention specialist will walk through building common areas with you and/or your staff and provide tips on what additional steps you can take to reduce frequently contacted

surfaces or provide more physical distancing. Fill out this [quick form](#) to schedule a visit. Alternatively, you can reach out to Shaima Kanak at 703-746-4949 or [Shaima.kanak@vdh.virginia.gov](mailto:Shaima.kanak@vdh.virginia.gov) with questions about this program.

## **Amenities**

As a reminder, **just because you are legally able to open or expand certain amenities, does not mean that it is appropriate for your circumstances.** Consider your staff's capacity to monitor and disinfect each amenity before opening.

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**

Executive Order 63 regarding masks **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. This includes maintenance staff, people in the leasing office, front desk staff, etc.

### **Testing Locations for your Residents and Staff**

There are locations for COVID-19 testing across the City and the northern Virginia region. Share this [list of resources](#) with your residents and staff.

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

Sincerely,

A handwritten signature in blue ink, appearing to read "Steve Agnew", is positioned below the "Sincerely," text.