

COVID-19 Preparedness & Response

The Shop (in Fowlerville)
Body Art
141 South Grand Avenue

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Contact: Dawn Papple
810-569-3580
517-223-7998

New Policies

- Dawn Papple will train each artist that rents a booth at the shop to implement, monitor, and report on the COVID-19 strategies.
- The Shop will require 6 foot social distancing between all artists, unless a safety or core function requires a shorter distance. When any artist requires a shorter distance, they must wear a face covering.
- The Shop will post signage indicating the six foot distancing rule and use marker tape in busy areas to denote 6 foot boundaries, such as at the shared computer, in the lobby, and at the wall mounted thermostat.
- The Shop will be by appointment only. Signage will be used to inform clients to call from outside if they don't have an appointment. Doors will remain locked.
- The backdoor will be used solely by artists when coming from or going to their vehicles. This will ensure there is less unexpected congestion at the bathroom.
- Clients will use a face covering while being tattooed.
- Meetings among artists and staff will take place using virtual conferencing or conducted outdoors so that 6-foot distancing is more possible.
- Clients will not be permitted to bring guests into the facility to sit with them.
- All artists own their own businesses and will now be on appointment only. No form of retaliation will be taken if the artist stays home if they are monitoring questionable health survey results or dealing with COVID symptoms. The only requirement is that the artist re-schedules all appointments or informs Dawn Papple of the need to reschedule appointments in the event that they need to miss an appointment.
- Whenever possible, artists will engage in virtual consultations.
- Artists will be required to include buffer time between appointments to eliminate any client congestion in the waiting room.
- All clients will be required to sign a new COVID-specific addition to the waiver and conduct a health survey as part of the waiver.
- Waivers & health screenings are maintained on a fully accessible server maintained by WaiverMaster.

Common situations identified that may not allow 6 feet distancing

- Advising the apprentice.
 - Face covering will be worn.
- Tattooing clients.
 - Face covering will be worn.
- Intake & cashing out of clients.
 - Sneeze guard will be installed on the counter.
 - Sanitizing surfaces between clients will take place.

Lunch breaks

- Lunch breaks will be taken in each artist's car or in the lawn, instead of in the break area when more than one artist is working at a time.
- Many lunch breaks will be eliminated as we move to appointment-only.

Screening, Exclusion and Notification

- Each day, all artists will self monitor for COVID symptoms before leaving for work according to the attached questionnaire.
- Each day, all artists will self monitor for fever immediately upon entering the building. The thermometer is set with an alarm to easily alert staff of a fever.
- Each artist will log their COVID screening each day they enter the building.
- If an artist has a fever, they will be required to leave the premises and monitor for COVID symptoms. They will report their symptoms to Dawn Papple each day. No one may return to the workplace until they have been fever free for 24 hours. If they develop other associated symptoms, they will either self-quarantine for 14 days or they will seek COVID testing.
- If an artist is identified with a confirmed case of COVID, the Livingston County Health Department will be notified within 24 hours and records will be provided to the health department for contact tracing. Our waiver system already specifies the time and dates of each person who is tattooed.
- If an artist tests positive for COVID, The Shop will shut down to perform deep cleaning. Cleaning will be conducted by Darl or Dawn Papple.

Personal Protective Equipment (PPE)

- The Shop will provide each artist renting a booth with face coverings including masks and a face shield.
- Face shields and masks will also be provided to clients in the event that they forget to bring their own.
- The Shop will ensure a surplus of 10 shields and masks on hand every day in case no one remembers to bring a face covering.

- The Shop will acquire USA made PPE when possible. The Shop will place orders regularly to ensure that there is always a surplus of shields and masks to accommodate all clients and artists.
- Non-disposable shields will be cleaned after each use with madacide just as any surface would be cleaned between clients. All masks provided by The Shop will be disposable and thrown away in a booth receptacle whenever soiled.
- Antimicrobial, wipeable curtains will be installed to separate the northside two booths from each other and the southside two booths from each other.

Hygiene & Sanitation

- All artists at the shop have always been required to disinfect every surface in their booth between clients. This will remain the same. Additionally, we will clean the lobby in the same manner, wiping down all surfaces, knobs, switches, machines, chairs in between client use.
- All artists are already trained in universal precautions and are required to wash hands properly between a number of posted activities as required by the State of Michigan Body Art Law. The newest change is that we will also have matacide and hand sanitizer in the lobby.
- The Shop already regularly maintained the restroom between clients before the shut down, including using disinfectant on all knobs, surfaces and handles. This practice will remain in effect.
- Signage will be posted about how to properly open a door while leaving the restroom with clean hands.
- Common areas will be disinfected by any artist in The Shop in the shop that day and/or by Dawn Papple.
- The Shop will continue the use of madacide, lysol, and bleach for sanitation as we did before the shut down. We always maintain a month's supply of cleaning products on hand and will continue.

Identified shared items

- Supply cabinet
 - Artists will be required to restock their booths on a weekly basis instead of on an as-needed basis.
- Shared computer
 - Artists will be encouraged to create their designs from home instead of at their artist desks or on the shared computer whenever possible.
- Reception counter
 - The reception counter will have madacide wipes, sanitizer and lysol within reach for immediate cleaning after use.

Plan for cleaning in the event of a COVID positive case

- The Shop will be closed until deep cleaning occurs.
- Every touchable surface will be cleaned with a disinfectant by Dawn Papple or Darl Papple. This has been done regularly since we opened, and takes approximately three hours. The Shop will not be permitted to re-open until completed.

Training

Before reopening from the governor's closure order, the following will take place:

- All artists will be trained on COVID specific infection control practices.
- Each artist will be trained in the use of COVID-specific PPE and strategies.
- Each artist will be informed that they must notify Dawn Papple immediately and reschedule their appointments if they fail a health screening.
- All artists will be informed that failing to follow the protocols required by the State of Michigan will result in forfeiture of their booth rental rights. They will have one week to remove their belongings from the shop and the remaining unused, pre-paid booth rent fee will be reimbursed to them within 30-days, less the cost of any personal belonging removal fees incurred. Any personal belongings that remain in The Shop after one week will be removed from the facility and disposed of at the owner's expense.