

GETTING BACK TO WORK IN NEVADA

BOUTIQUE GYMS & PERSONAL FITNESS STUDIOS TIP SHEET

Your business may look very different as it begins to recover from COVID-19 impacts. To move forward, your business will need to adapt to new safety and health guidelines and respond to new and increased expectations from staff and customers. New practices and guidelines will become commonplace in order for customers to feel safe frequenting their favorite shopping stores.

To help you get started we have put together this tip sheet that focuses on four important areas: **Requirements, React, Recover, Be Resilient**. We conclude the tip sheet with a list of **Resources** to help you.

Requirements: *Nevada Phase 1 & 2 Reopening*

On June 25, 2020 Nevada Governor Steve Sisolak [announced](#) a **mandatory** face covering policy. The [directive](#) requires that face masks or coverings must be worn by employers, employees and visitors/customers in all public spaces. Businesses are required to inform customers of the requirement and mandate the use of face coverings prior to entry into their establishments. The mandate [guidelines](#) will be enforced by Nevada OSHA.

Nevada Governor Steve Sisolak announced *The Roadmap to Recovery for Nevada: Phase 1* on May 7, 2020 and *Phase 2* on May 26, 2020.

Boutique Gyms, Dance Instruction Studios, and Personal Fitness Studios may reopen in Phase 2 (starting May 29, 2020) with the following restrictions:

- Entry:
 - Post signs requiring social distancing and recommended face coverings
 - Post reminder signage for hand washing, sanitization of equipment, distancing, etc.
 - Hand washing or sanitation required prior to entry
 - Check-in upon arrival – facilities must establish log-in procedures for members/clients, and maintain that information for potential contact tracing
 - Members/clients must conduct self-assessment and not enter a facility if they are exhibiting symptoms or have been exposed to COVID-19
- Facility capacity, restrictions and use of space & equipment:
 - Limit capacity (employees and members/clients) based on available space and ability to social distance with 6 feet between members/clients, except in facilities where instructor/student must be in close proximity (e.g. dance instruction, swimming, personal training, etc.)
 - If a smaller gym or studio can only accommodate 10 or fewer people, they may only do so if they can adhere to the social distancing requirements and keep 6 feet of distance between individuals
 - Set facility up for social distancing by spacing equipment to provide a 6-foot radius (as

measured from the center of the main operation of the specific piece of equipment) or by disabling equipment (bike, treadmill, elliptical, etc.) to provide a 6-foot radius

- Locker rooms shall be closed except for restrooms
- Limit the number of users of the restroom facilities at any one time based on the facility size current social distancing guidelines
- Facilities must close and prohibit the use of showers, steam rooms, saunas, portable saunas, vapor baths, salt therapy rooms, hot tubs, and any other communal facilities
- Remove excess seating throughout the facility to discourage lingering
- Eliminate lost and founds
- Cleaning/Sanitizing
 - Use sanitizer products that meet CDC guidelines
 - Have sanitizer available throughout the facility for employees and members/clients
 - Use a disinfectant on equipment between guest uses that has less than a 2-minute contact time
 - Provide cleaning products, disinfectants, and disinfecting wipes on EPA List N for disinfecting equipment before and after use by clients
 - Clean and disinfect public areas and restrooms every 4 hours using EPA-registered disinfectants, particularly on high touch surfaces such as faucets, toilets, doorknobs and light switches
 - Deep clean facility daily after hours or during low-use times for 24-hour facilities
- Members/Clients:
 - Maintain 6-foot social distancing, except when instruction requires close interaction with instructor/coach
 - Partners exercising together and sharing equipment must maintain group segmentation from others exercising
- Training and Group fitness classes:
 - Limit class availability and reduce class size, if necessary, to allow for 6 feet of social distancing between participants
 - When participating in class training, do not arrive more than 10 minutes prior to a class
 - Set-up class setting work areas before arrival of students to allow at least a 6-foot radius around users
 - At child-centric training/instruction, limit parents/guardians to one individual or request parent/guardian wait in the parking lot
- Indoor sports:
 - Social distancing of 6 feet is required unless drills or personal instruction require less separation
 - Members/clients must bring and use their own balls, racquets, paddles and other equipment
 - If balls are passed, they must be disinfected after the training session
- Pools: Follow COVID-19 protocols established by the state for local pools and aquatic centers
- Restaurants/Smoothie Bars/Vending Drink Station:
 - Follow COVID-19 protocols established by the state for restaurants
 - Remove or disable water fountains, but allow bottle filling stations if they are no-touch stations
 - If the water station requires pushing a button or lever, or pushing a bottle against the dispenser, they must be disabled or sanitized after each use
 - Limit or eliminate grab and go stations and vending machines, if vending machines are available, they must be sanitized after each use
- Child Care: Follow COVID-19 protocols as established by the state for child-care facilities
- Facilities shall require employees to wear face coverings and encourage customers and guests to wear

face coverings while in the facility

- Employers must perform a daily assessment of employees for any COVID-19 symptoms (fever, cough, and trouble breathing); require employees to stay home when symptomatic
- Require frequent and thorough hand washing, including providing workers, customers, and worksite visitors with a place to wash their hands

React: *Get ready to open your doors again!*

Be Prepared – Based on the above guidelines, below is a starter checklist of what you might need or find helpful to purchase or prepare before you reopen. **Always check with the state, your county, and your local health district for current operating guidelines because local jurisdictions can impose stricter requirements than the state:**

- Face masks for employees (and as a courtesy for customers)
- Face shields for employees, where applicable
- Nitrile gloves for employees
- EPA-approved COVID-19 cleaners & disinfectants (See RESOURCES for link)
- Touchless hand sanitizer stations
- Covered sanitized labeled containers for clean towel storage (if towels are provided)
- Adequate supply of clean towels (if towels are provided)
- Touchless payment systems
- Tape for marking social distancing
- Reminder signs for handwashing, sanitization of equipment, distancing, etc.
- Touchless thermometer for employee use
- Spare HVAC filters
- Disable or block off equipment that cannot be used because it is within a 6-foot radius of another piece of equipment
- Remove or disable water fountains
- Close locker rooms for non-aquatic facilities
- Disable or block off lockers to discourage use
- Disable or close-off showers (except for rinsing before and after pool activity)
- Disable or block off steam rooms and saunas
- Remove or block off any casual seating
- Limit or eliminate grab and go stations and vending machines



Recover: *Expect new ways of doing business.*

Reopening requires boutique gyms and personal fitness studios to adapt to new operating requirements that include the above social distancing and enhanced health and safety guidelines. Some best practices and tips that may help implement the new guidelines include:

Operations

- Set aside specific hours for vulnerable populations
- Provide space at entrance or lobby area to allow spacing for coat racks and when used, kiosks for check-ins
- Ventilation
 - Limit the use of fans – if fans are necessary, place them to blow away from members/clients
 - Open exterior doors when possible
 - If available and owner has access, open fresh air handlers
- Provide touchless hand sanitizer stations for employees and customers, particularly at entry points
- Reinforce social distancing spacing through training with employees, and reinforcement with members/clients
- Consider posting an employee at the entry door to greet customers and explain new protocols
- If possible, provide foot pedals to open doors, or prop doors open to avoid contact
- Install plexiglass/clear acrylic panels or barriers between customers and staff at check-in areas
- Establish new operating hours so you can close earlier and each night to allow time to thoroughly deep clean the facility, including all equipment, using US EPA-approved COVID-19 disinfectants to limit the spread of the virus
- Payment:
 - Encourage pre-paid memberships and fees
 - Install and use a touchless, non-signature payment system
 - Have customers pay through an app on their phones

Employees

- Provide and require employees to wear face masks
- Provide employees with nitrile gloves to wear and/or provide instruction on proper hand hygiene to practice between interactions with each customer
- Group employees by shift to reduce exposure and make contact tracing easier between employees
- Consider no touch thermometers to conduct pre-shift employee temperature checks and do not allow anyone with a temperature over 100F degrees to work (keep a log of daily assessments)

Guests

- Encourage members/clients to wear face coverings; provide masks for those not arriving with their own
- Encourage members/clients to bring their own mats, bands, water bottles and other equipment when appropriate
- Post information signs regarding social distancing, face coverings, and COVID-19 symptoms at entry

Be Resilient: *This is all new. Adapt as necessary. Let's stay in business together.*

Business basics will be more important than ever. Evaluate your profit and loss statement. Look for ways to reduce operating and product costs. Analyze your cash flow and breakeven to evaluate the impacts of the new guidelines and best practices on your business. As Nevada reopens in phases, you may need to continually adjust your operations. Here are a few things to think about:

Get Help

- Contact a business development counselor at the Nevada SBDC by calling 800.240.7094 – we can help you assess your operations and decide on best strategies for keeping your business open
- For questions about cleaning and disinfecting, strategies to control new waste streams, or other environmental questions, contact an environmental business advisor at BEP at 800.882.3233

Communicate

- Keep communicating with your customers on social media and your website with announcements about your reopening and new requirements at your facility
- Be open about the measures you are taking to meet the Phase 1 and Phase 2 reopening guidelines; add signage at your entrance so customers are aware of the steps you are taking to prevent the spread of COVID-19 and to meet new industry guidelines
- Be patient, communicate openly with staff while waiting for members/clients to return

Expanded Services

- Offer incentives for pre-paid classes and memberships
- Consider selling fitness apparel, accessories and equipment
- Consider offering/selling branded reusable items such as face masks and water bottles
- Offer gift cards

Potential Cost-Saving Measures

- Reduce hours to minimize utility bills and increase time for cleaning
- Only turn on utilities that are needed – do not use all fans, lights, or air conditioners in the facility when fewer people are occupying it

Creative Marketing

- Update or redesign your website; make sure it is mobile friendly
- Create a following on social media and keep in touch with members
- Use micro social media and focus more on the immediate neighborhood in order to bring in local members/clients
- Advertise through local homeowner associations and apartment and condo complexes
 - Supply homeowners associations, apartment complexes, and condos with special promotional codes to help drive business
- Place ads in the local visitors center

Resources

Below are additional resources to help you react, recover, and be resilient in the face of COVID-19.

Nevada SBDC Small Business Recovery Procurement List

<https://docs.google.com/spreadsheets/d/e/2PACX-1vRaNqMHmNRt3ZAIsoivMUghuvuZBOsNx8d6WG-S7HVjfPlsqrb5HfYXd6OCl2-9FA/pubhtml>

US EPA List N: Disinfectants Approved for Use Against SARS-CoV-2

<https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2>

Center for Disease Control (CDC) Guidance for Businesses and Employers

<https://www.cdc.gov/coronavirus/2019-ncov/community/organizations/businesses-employers.html>

Nevada Health Response | COVID-19 in Nevada

<https://nvhealthresponse.nv.gov/info/business/>

Nevada Governor's Office of Economic Development

<https://www.diversifynevada.com/covid-19-reopening-guidance-and-assistance/>

Nevada Department of Business & Industry, Occupational Safety & Health Administration

<http://dir.nv.gov/OSHA/Home/>

Small Business Federal Financial Assistance

<https://www.coronavirus.gov/smallbusiness>

Association of Small Business Development Centers | COVID-19 Small Business Resources

<https://americassbdc.org/covid19/>

U.S. Securities Exchange Commission Resources for Small Business

<https://www.sec.gov/page/covid-19-resources-small-businesses>

**This tip sheet will be updated as new information becomes available.
*Stay Safe to Stay Open Nevada!***

The Nevada Small Business Development Center (SBDC) guides and assists Nevadans looking to start and grow businesses. We are available to counsel on business planning and management issues raised in this tip sheet. One-on-one counseling services are free and confidential.

The Business Environmental Program is affiliated with the Nevada SBDC and provides free and confidential environmental compliance and management assistance and can help your business think about cleaning and waste issues. Our focus is on making Nevada's businesses stronger and more environmentally responsible.

DISCLAIMER: This guidance document is intended as general information and is not provided nor intended to act as a substitute for legal advice or other professional services. The Nevada SBDC advises the regulated business community to read all applicable regulations and to check with state and local authorities, including local health districts, for the latest in guidelines and requirements for businesses reopening during the COVID-19 pandemic. This tip sheet is funded, in part, through a Cooperative Agreement with the US Small Business Administration and funding support from the Nevada Division of Environmental Protection. All opinions, conclusions, and/or recommendations expressed herein are those of the author(s) and do not necessarily reflect the views of the SBA.