

MultiCare Staff Social Distancing During COVID

Staff Breakrooms

- Each breakroom should be evaluated by assigned leadership of that floor for permissible social distancing of 6 feet within the space.
- The permissible threshold people allowed within the space should be posted on the exterior door within a laminated cover or plastic sleeve.
- This area requires staff masking when not actively eating/drinking.

Conference/Huddle Rooms

- Each IBU conference room should be evaluated by IBU designee for permissible social distancing of 6 feet within the space.
- The permissible threshold people allowed within the space should be posted on the exterior door within a laminated cover or plastic sleeve.
- WebEx meeting options should be available and/or encouraged when appropriate
- This area requires staff masking.

Work Stations and Time Clock Stations

- Staff are encouraged to separate as able at computer or work stations by at least 6 ft.
- With universal masking policies in place, staff <6 ft distance are protecting each other.
- This area requires staff masking.

Elevators

- Maintain safe social distancing within elevators.
- Staff are encouraged to take less populated elevators or stairs.
- With universal masking policies in place, staff <6 ft distance are protecting each other.
- This area requires staff masking.

Cafeteria and Eatery Settings

- Seating areas should be evaluated by IBU designee for permissible social distancing of 6 feet within the space.
- This area requires staff masking when not actively eating/drinking.

Office Settings

- Staff less than 6 ft from each other are required to wear masks.
- Staff in private single occupancy offices are not required to mask.
- Semi-private offices should mask if they are within 6ft from each other.

Large Gatherings and Social Functions

- Large gatherings and social functions including but not limited to parties, baby showers, retirement, and other celebrations with or without food are not currently permitted at MultiCare facilities.

Reminder: Masks must be worn in hallways, common areas and when moving throughout the clinical setting

SOCIAL DISTANCING CAPACITY

To maintain safe social distancing of at least 6 feet, this space capacity is established as:



Masking of staff members is required in common areas, break rooms, and conference rooms unless eating or drinking.

Masked staff may enter/exit the room and NOT congregate if the maximum capacity is reached, such as a breakroom.

Thank you for your cooperation.



How to Evaluate Social Distancing Capacity

1. Each space designated for staff congregation should be evaluated and assigned a capacity.
 - a. This includes: break rooms, eatery settings, conference rooms, and huddle rooms
 - b. This does not apply to single occupancy spaces or offices
 - c. Leadership who own the space should conduct the survey, ie. break rooms
 - d. The IBU should assign a designee to evaluate the conference rooms
2. Determine the square footage of the room, length x width.
 - a. Counting ceiling tiles may be used to calculate the square footage
 - i. Rectangular ceiling tiles are 4 ft x 2 ft
 - ii. Square ceiling tiles are 2 ft x 2 ft
 - b. Square footage should be reduced based on obstructions in the room and usable space, example when determining a perimeter capacity around a large conference table
3. Insert the square footage into this calculator
 - a. <https://www.banquettablespro.com/social-distancing-room-space-calculator>
 - b. Utilize the 6 ft calculation
4. Write the capacity calculation into the “Social Distancing Capacity” sign
5. Laminate or place sign in a protective sheet
6. Hang sign on the EXTERIOR door to the room