April 2, 2020

Dear Henderson County Lodging Establishments,

Many of you are already aware of recent actions by the Henderson County Board of Commissioners that were finalized on March 31, 2020 and made effective as of noon on April 1, 2020. Please see the attached document titled Second Supplemental Proclamation of Emergency and Order of the Henderson County Board of Commissioners.

During this unprecedented public health emergency, it is imperative that every establishment abide by established public health guidance and related communicable disease control measures for COVID-19 as referenced under Section 1. Required Self-Quarantine for Individuals Entering the County from High-Risk Areas. To that end, public health needs your assistance to administer and comply with the referenced requirements. Here is some background to assist with your efforts:

1. Section 1. A. stipulates that any individual entering the County from other areas with substantial community spread after the effective date are subject to isolation and self-quarantine measures. This expectation is not limited to those that might be seeking reservations or stays at your establishments and applies to all out of county travelers arriving here. For instance, someone coming from New York City (whether a resident there, or having just visited there) may decide to come visit their aunt in Henderson County and these expectations would apply to them. It could be applicable to your business if you discover or determine that an individual already boarding in your establishment is subject to these provisions. The proclamation lists specific areas with substantial community spread, but these are rapidly changing, and may be updated. If the listing of such areas is modified, notification will be posted on the County’s website, at https://www.hendersoncountync.gov.

Henderson County suggests that you give notice of this provision to anyone obtaining lodging from you. A proposed notice to that effect is enclosed.
2. **Section 1. B.** stipulates that you no longer accept further reservations for lodging from individuals traveling from areas specifically identified in Section 1. A. or other areas with “...substantial community spread”. You can develop your own screening process to accomplish this, but would recommend that you start by informing people asking about reservations that your establishment is subject to the County’s Proclamation and Order which mandates restrictions for lodging. Screening questions could include identification of their home address; if they are traveling from there or another location; if their home or other destination they are traveling from is under a Stay at Home Order or other similar directive; purpose of their visit or stay in Henderson County (in case they are exempted under the Essential Business and Operations or Essential Critical Infrastructure Workforce determinations); if anyone else in their party has a different home address or will be traveling here from another location not yet discussed; and their proposed length of stay. If you have online reservations systems, you’ll have to establish a mechanism that alerts individuals requesting reservations that a screening process will need to be completed before confirming their request. You’ll also need to determine how to manage walk-in traffic and how that would be handled.

I hope this information will assist you in complying with the *Second Supplemental Proclamation of Emergency and Order of the Henderson County Board of Commissioners*.

These are challenging times and your assistance is needed to “…provide for and ensure the health, safety, security and welfare of the people of the County during a declared emergency...”.

Information requests can be navigated to: [COVIDLodging@hendersoncountync.gov](mailto:COVIDLodging@hendersoncountync.gov)

Thank you for your cooperation during this public health emergency in Henderson County.

Sincerely,

Steven E. Smith  
Henderson County Health Director
Information Links

CDC – People who are at higher risk for severe illness

CDC – Symptoms of Coronavirus

CDC – How to Protect Yourself

CDC – What To Do if You Are Sick

Definitions

**Quarantine** – Separates and restricts the movement of people who were exposed to a contagious disease to see if they become sick. For the purposes of COVID-19 control measures and the County’s Proclamation and Order, these are people that currently have no symptoms and are traveling here from areas with “…substantial community spread”. Individuals must quarantine themselves for 14 days from their time of entry into the County or the duration of the individual’s presence in the County, whichever period is shorter”. Quarantine requires that you stay confined as much as possible, leave your quarters for only absolute essential needs like obtaining food, practice social distancing at all times by maintaining 6-foot distance from others, monitoring yourself for temperature changes and symptoms, avoiding any visitors in your quarters and if a medical emergency arises and you need to call 911….inform them that you may have been exposed to the virus.

**Isolation** – Separates sick people with a contagious disease from people who are not sick. For the purposes of COVID-19 control measures and the County’s Proclamation and Order, these are people demonstrating symptoms consistent with COVID-19 like fever, cough and shortness of breath. If only mild symptoms, people should self-isolate for a minimum of 7 days and for 72 hours after symptoms resolve and respiratory function has improved. The 72 hours symptom free requirement may extend your isolation period beyond 7 days. Isolation requires that you stay within your quarters at all times and to maintain separation from others. The sick person should maintain at least 6 foot of distance from others. If your symptoms worsen and a medical emergency arises, call 911 and inform them that you have symptoms consistent with coronavirus.