COVID-19 HEALTH & SAFETY POLICY

Effective Date: June 1, 2020

Sorted Shelf is dedicated to the safety of our clients. As an At-Home Service Provider, Sorted Shelf and its contractors will follow these guidelines to reduce the transmission of COVID-19 and prevent exposure to COVID-19 to ourselves and to our clients:

- Sorted Shelf and its contractors will continually monitor international (World Health Organization), national (U.S. Centers for Disease Control and Prevention), state, and local guidelines for changes in recommendations, cleaning strategies, and other best management practices.
- Sorted Shelf requests that its clients cancel or reschedule any service if they are COVID-19 positive, have been in contact with someone who is COVID-19 positive, or are living with someone exhibiting symptoms of COVID-19. Cancellation fees will be waived for anyone cancelling due to illness. Please contact Stephanie Siwinski for any cancellations 727-692-7015.
- Sorted Shelf and its contractors will evaluate our health constantly. If we have a temperature, we will stay home. If we are COVID-19 positive, have been in contact with someone who is COVID-19 positive, or if we are living with someone who is exhibiting symptoms of COVID-19, we will stay home.
- Sorted Shelf encourages an electronic method of payment.
- Sorted Shelf will perform as much of the pre-work consultation as possible (telephone consultation/electronic photos provided by the client) before arriving to the client’s home.
- Sorted Shelf and its contractors will wear masks and gloves during the entire organizing session.
- Sorted Shelf and its contractors will maintain a distance of at least 6 feet from each other and from the client during the organizing session.
- Sorted Shelf and its contractors will bring their own tools to the project site (paint pens, chalk markers, box cutters, etc.).
- Sorted Shelf and its contractors will take breaks outside while continuing to maintain social distancing practices. New gloves will be used after each break.
- Sorted Shelf and its contractors will take bathroom breaks before and after project site visits to limit the use of client’s bathroom.
- Sorted Shelf requests that the client wear a simple face covering (mask, bandana, etc.) and to maintain a distance of at least 6 feet.

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