

Michigan Department of Health and Human Services
Office of Recovery Oriented Systems of Care

FY2020 Synar Guidance Amid the COVID-19 Pandemic

To be in compliance with federal requirements of conducting an annual Synar Survey, OROSC plans to move forward with conducting the random sample for tobacco compliance checks for all PIHP regions. However, due to the COVID-19 pandemic, these checks should be conducted in accordance with CDC recommendations and executive orders from the Governor of Michigan.

The formal Synar Survey for FY2020 should be completed within the timeframe of July 20, 2020 through August 31, 2020. Vendor education and non-Synar compliance checks is under the discretion of the PIHP and DYTUR organization with the former having an option to be completed virtually. All ordered hard copies of the vendor education materials were distributed to DYTURs and may be hand delivered as appropriate or mailed to tobacco retailers receiving vendor education. Also, vendor education materials are available electronically and may be emailed to tobacco retailers. Birthdate signs (updated to tobacco 21) and Youth Access to Tobacco signs can be found on the Michigan Department of Health and Human Services' Health Promotions Clearinghouse site www.healthymichigan.com (click "order here", then click on the "tobacco" button).

In response to the COVID-19 Pandemic, every effort to minimize the risks associated with the transmission and spread of the virus should be considered when conducting Synar related program operations. This document provides guidance to help mitigate the transmission of the virus and to provide a safe and healthy working environment for all program participants. PIHPs and DYTUR organizations should adhere to CDC guidelines, Executive Orders from Michigan's Governor, and other relevant information related to the response to the COVID-19 Pandemic.

Each PIHP and DYTUR organization should create or include in existing policy and/or procedures information around COVID-19 and Synar-related activities/services. This document will provide general guidance to help in the development of such policy and/or procedures.

- SAPT Block Grant funding may be used to purchase PPE for Synar related activities. PPE includes reusable cloth masks, hand sanitizer, gloves, disinfecting wipes, or other items needed to limit exposure to the coronavirus. DYTURs and adult chaperones should ensure that adequate supply of PPE materials are available for themselves as well as the youth inspector.
- Still employ 16 and 17-year-old youth for Synar inspections. Youth work permit and parental permission must be obtained prior to inspections being conducted. In addition, youth inspector training should include safety procedures related to the COVID-19 response.
- Consider conducting daily health checks (e.g., symptom and/or temperature screening) for DYTURs, adult chaperones, and youth inspectors. Coronavirus symptoms may appear 2-14 days after exposure to the virus. Symptoms or Exposures:
 - Fever of 100 degrees or higher or chills
 - Cough
 - Shortness of breath or difficulty breathing
 - Fatigue

- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea
- Recent exposure to someone who tested positive for COVID-19. (If someone thinks he/she may have been exposed to COVID-19, they should contact their healthcare provider.)
- Travel within the previous 14 days to countries identified by CDC as having “Warning Level 3, Avoid Nonessential Travel” status: <https://wwwnc.cdc.gov/travel/notices>.
- It is critical that program personnel (DYTURs, adult chaperones, youth inspectors) NOT report to work while they are experiencing symptoms such as fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, or diarrhea.
- DYTURs and/or adult chaperones are responsible for helping to maintain a safe, clean, and healthy work environment for themselves and the youth inspectors. Note the following resource: CDC’s Interim Guidance for Businesses and Employers Responding to Coronavirus Disease 2019 (COVID-19), May 2020 <https://www.cdc.gov/coronavirus/2019-ncov/community/guidance-business-response.html>.
- DYTURs and/or adult chaperones should clean and sanitize the vehicle which both the adult and youth inspector will be utilizing.
- If refreshment breaks or meal periods happen during the youth inspectors shift, masks should be placed into separate paper bags to maintain a safe, clean and healthy environment. Inspection teams should eat meals outdoors whenever possible rather than inside a restaurant or in the car.
- DYTURs, adult chaperones, and youth inspectors shall maintain 6’ physical distancing whenever possible and wear a mask. Masks should be worn inside vehicles and store locations.
- DYTURs and/or adult chaperones shall verify the hours of operation for each retailer on the formal Synar survey sample draw before performing the compliance check inspection.
- When transporting youth conducting compliance checks, the youth inspector should sit in the rear passenger seat. There should be a supply of hand-sanitizer and other supplies in the back seat. The DYTURs, adult chaperones, and youth inspectors should not share inspection-related materials (e.g. hand sanitizer, writing instruments, etc.).
- Youth inspectors must comply with retailers that ask them to remove their mask briefly for identification purposes.
- If a customer, clerk, or employee appears to show signs of illness, inspectors are asked to leave the establishment as soon as possible and document the reason for inability to complete inspection.
- Inspection team should use hand sanitizer after the completion of each inspection, after contact with a member of the public or public facility, or whenever deemed necessary.