

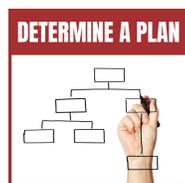
COVID-19 Response Strategies for the Workplace



Your business' response in the first phase of the Covid-19 pandemic may have included protocols such as symptom screening, disinfection procedures, reduced staff, social distancing, plexiglass barriers and many other creative measures to safely keep moving business forward.

Employers are now experiencing a new set of challenges as Covid-19 cases continue to rise. You may be considering how and when you should ask employees to get tested for the virus. Or perhaps how long you will ask exposed employees to quarantine before coming back to work. How will you cover shifts or keep production moving if there is a staff outbreak?

Five Immediate Considerations for Your Business



The first thing you can do to prepare is lay out a clear plan with procedures for:

- symptom screening
- testing
- quarantines
- post quarantine return to work (if necessary)

*See “In-Depth Resources for Your Business” below to guide your plan.



Determine what kind of testing you recommend or require for employees and in what scenarios. For example, you may decide to require a rapid Covid-19 test (antigen) for employees who have been exposed to the virus, but are not symptomatic. Alternatively, you may require a PCR test for return to work after a confirmed Covid-19 infection.

*See “In-Depth Resources for Your Business” below to learn more about different testing options.



Communicate your plan and procedures clearly to staff. Allow for plenty of opportunities for discussion, Q & A and feedback. Disseminate your plans and procedures via:

- virtual town halls
- departmental meetings
- company email
- flyers posted on premises



Research your company's insurance plan's policies for coverage of Covid-19 testing. Communicate what insurance will cover or if any co-pays will be necessary. If you are distributing a list of testing sites, make sure you are including sites that are in-network of your company's insurance plan.



Distribute a list of COVID-19 testing sites for employees. A succinct list will include:

- multiple options/locations
- clinics with convenient hours for employees to get tested, such as evenings and/or weekends
- addresses, phone numbers & websites
- fees, co-pays or if insurance accepted