

IMPORTANT COVID-19 UPDATE

GETTING READY FOR EMPLOYEES TO RETURN TO WORK

As various states begin to unveil plans to lift stay at home restrictions, employers are beginning to evaluate “return to work” (RTW) strategies and how to safely bring employees back on-site. While precise RTW dates are a moving target, it is advisable that employers begin to start thinking about the myriad of issues related to RTW sooner than later. Some immediate items for consideration include:

- Establish a committee to evaluate the circumstances and conditions related to RTW that includes representation from across the organization (i.e., HR, IT, Legal, Operations, Risk Management, etc.).
- Consider issues like staggering employee RTW schedules and how to ramp up the return on a measured basis, if applicable.
- Evaluate things like how to manage such distancing in the office. For example, the number of people allowed in an elevator, the use of conference rooms, the use of common areas like office kitchens, etc.
- Review whether or not to temperature test or implement other precautions as part of a RTW approach.

Conner Strong & Buckelew is assembling suggested RTW best practices for employers to consider and will circulate that material over the next several weeks. In the interim, employers may want to review the current CDC guidelines that apply to essential workers for tips that can be applied to a broader RTW approach.

The current CDC guidelines for essential workers include:

- **Pre-Screen:** Employers should measure the employee's temperature and assess symptoms prior to them starting work. Ideally, temperature checks should happen before the individual enters the facility.
- **Regular Monitoring:** As long as the employee doesn't have a temperature or symptoms, they should self-monitor under the supervision of their employer's occupational health program.
- **Wear a Mask:** The employee should wear a face mask at all times while in the workplace for 14 days after last exposure. Employers can issue facemasks or can approve employees' supplied cloth face coverings in the event of shortages.
- **Social Distance:** The employee should maintain 6 feet and practice social distancing as work duties permit in the workplace.
- **Disinfect and Clean Work Spaces:** Clean and disinfect all areas such as offices, bathrooms, common areas and shared electronic equipment routinely.

Click [here](#) for the CDC complete guidelines for essential workers. As more information emerges around RTW practices, Conner Strong & Buckelew will supply updates.

Please visit our [COVID-19 Resource Center](#) for more information.

