



## **Returning to Work: A Blueprint for Moving Forward**

As employers take steps to return employees to work, uncertainty remains. With a focus on the health and safety of employees – and the goal of being able to stage a safe and systematic reopening – it is critical to have a plan, engage the right partners and establish a foundation that allows for flexibility as the situation evolves.

### **1. Forecasting**

Forecasting will help your team evaluate local conditions and determine the appropriateness of reopening a worksite in a particular area. This involves an assessment of county data, including:

- Infection, immunity and mortality rates
- Health policy (incl. shelter in place)
- Risk profile of the broader population
- Risk profile of onsite population
- Hospital capacity levels
- (Near) Real-time data feeds

### **2. Testing and Tracking**

Ensuring the continued health and safety of employees who return to a worksite requires an ability to detect any new infections rapidly and a process for preventing the spread to others so you can remain open. Consider the following onsite screening processes:

- PCR testing
- Serology (antibody) testing
- Contact tracing
- Symptom checkers
- Temperature checks/thermal scanning
- Situation monitoring



### **3. Work Attendance**

Minimize the health risk to employees who reenter the workplace with attendance strategies that include:

- Reopening in phases, with the lowest risk employees returning first
- Reiterating requirements to self isolate when symptomatic
- Allowing work from home arrangements, if feasible

### **4. Workplace Preparedness**

There is an opportunity to reduce infection risk by establishing, communicating and monitoring preventative measures within each work environment. Measures include:

- Physical distancing of at least six feet
- Required use of personal protective equipment (masks)
- Providing access to hand sanitizer and handwashing
- Frequent and visible surface cleaning
- HVAC enhancements to improve air circulation, filtration and ventilation
- Limiting use of common areas (conference rooms, break/meal areas)
- Diligent early warning efforts (symptom awareness, temperature checks, testing)
- Reporting protocols (when symptoms are apparent) consistent with OSHA guidelines

Be sure to use signage to communicate restrictions, stay current with new and revised guidelines, and host town halls to answer questions and gather feedback. Also, be proactive in communicating benefit plan details and accessibility (including telemedicine).



## **5. Navigation and Administrative Support**

Being prepared for administrative elements will help to keep the reopening process on track.

- Establish COVID-19 absence management guidelines (incl. short-term disability, workers comp)
- Track and analyze test results to ensure your investment provides actionable guidance
- Connect health benefits and testing to streamline treatment protocols and access to care

## **6. Clinical Response**

A successful plan for returning to work must contemplate three primary phases:

- Phase 1: Preparation – leverage the support of epidemiology experts
- Phase 2: Active monitoring – implement data processes to monitor progress
- Phase 3: Clinical support – connect employees with clinical resources (telemedicine, care management, concierge support services, expert medical opinions and physician referrals) as needed

## **7. What Comes Next**

Even the best planning and most effective execution won't insulate you from current and future challenges. Regional infection spikes may require reverting to previous phases and employee well-being may deteriorate. Uncertainty will continue until a vaccine becomes available, and even then distribution logistics will present issues.

The best path is to execute with discipline, be flexible as new challenges emerge and remain focused on the health of employees. Leverage experts for support, communicate proactively and honestly with employees, and be realistic about the road ahead.



















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**Return to Work Service Providers Matrix - Last Updated June 18, 2020**

To help you with the transition back to work, we've prepared a sampling of vendors who provide the following services: Consulting, Risk Management & Compliance Services, Supplies and Testing Alternatives, Digital/Onsite Screening & Assessment Tools, Tracking & Monitoring, and Virtual & Digital Care. Click on the logos below to visit each company's website and learn more about their capabilities. Please note the market for vendors offering solutions is evolving rapidly with new vendors entering the market and existing products accelerating their road maps to add functionality. We will update the list as best possible to keep current but functionality may extend beyond what is illustrated.

	Risk Management Consulting	PPE Supplies	Testing Kits	Tracking & Monitoring	Assessment	Digital Care	Virtual Care
	✓						
	✓						
<b>RON LEOPOLD CONSULTING</b>	✓						
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	Risk Management Consulting	PPE Supplies	Testing Kits	Tracking & Monitoring	Assessment	Digital Care	Virtual Care
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	Risk Management Consulting	PPE Supplies	Testing	Tracking & Monitoring	Assessment	Digital Care	Virtual Care
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