

LABOR-MANAGEMENT CHECKLIST

2021-22 WINTER SURGE / OMICRON PHASE OF COVID-19

COVID-19 Vaccine Distribution

Drive expanded booster shots among workforce to maximize protection against Delta and Omicron variants

- Promote the need for and effectiveness of vaccine boosters (via frequent leadership messages, forums with respected doctors, department-level informational meetings, incentives).
- Offer employees the booster on paid time at work for all shifts and locations.
- Offer employees leave for adverse reactions to the vaccine.

Testing

Expand rapid testing in response to increasingly transmissible variants

- Expand employee access to testing.
- Provide workers with at-home testing kits to check on symptoms and potential exposures.

Safety Precautions

Maintain and increase safety measures that have proven effective

- Assess and tighten current visitation rules in response to the surge.
- Tighten physical distancing protocols that have become lax.
- Issue N95 masks to all employees daily due to Omicron's high transmissibility.
- Assess the current N95 mask policy and determine how it can be expanded.

Planning

Define and disseminate new surge plan

- Develop and communicate response plans for a sudden surge (e.g., cancellation of elective procedures, installation of COVID tents, conversion of units).

Exposure

Clearly define COVID exposure policies in light of increasingly transmissible variants

- Employer explicitly communicates current policy for handling exposures.
- Immediately notify employees of workplace exposures.
- Pay employees for mandatory quarantines.

Staffing

When making staffing decisions, recognize and address the reality that our healthcare workforce is smaller and more fatigued than ever before

- Develop a plan to accelerate hiring for positions that are or will be needed.
- Ensure staff take desperately needed time off to rest and recuperate.
- Plan for additional shifts, incentives, and triggers in advance.
- No mandatory overtime that will push more staff out of the workforce.

Emotional Wellness and Recognition

Recognize and respond to the increasing emotional and mental strain on workers — including documented increases in stress, anxiety, exhaustion, depression, and suicide

- Enhance and promote EAP and other mental health resources.
- Make grief counseling readily available to all employees.
- Train managers to check in on the well-being of employees, especially those working significant overtime.