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).
- Continue offering employees booster on paid time at work for all shifts and locations.
- Continue offering employees leave for adverse reactions to the vaccine.

Testing
Expand rapid testing in response to increasingly transmissive variants
- Expand employee access to testing.
- Provide workers with at-home testing kits to check on symptoms and potential exposures.

Exposure
Clearly define COVID exposure policies in light of increasingly transmissive variants
- Employer explicitly communicates current policy for handling exposures.
- Immediately notify employees of workplace exposures.
- Pay employees for mandatory quarantines.

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.

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.

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).

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.