

WELCOME



Mid-America
Coalition
on Health Care

Small Employer Town Hall 2021 Vaccines, Testing & Legal Considerations

Wednesday, February 24th 10:00 am



Mid-America
Coalition
on Health Care

2021 Small Employer Town Hall
Vaccines, Testing & Legal Considerations

Troy Ross

President & CEO

Mid-America Coalition on Health Care



Mid-America
Coalition
on Health Care



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Mid-America
Coalition
on Health Care

2021 Small Employer Town Hall
Vaccines, Testing & Legal Considerations

Today's Town Hall is brought to you by these Coalition Partners

Thank You!





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Keynote Speakers



Mike Heckman
Co-Founder & CEO
Rockcreek Way



Brian Johnston, Attorney
Jackson Lewis PLC



Gerry Stanley, MD FAAFP, P-CEO
GM, Physician Advisory Svcs
Rockcreek Way



Brian Laures
VP, Operations
Western Forms Inc

The Good...The Bad...The UNCERTAIN?



Mike Heckman
CEO, Rockcreek Way



Gerry Stanley, M.D., P-CEO
Physician Advisory Services



Rockcreek Way, and what we will cover:

Who we are:

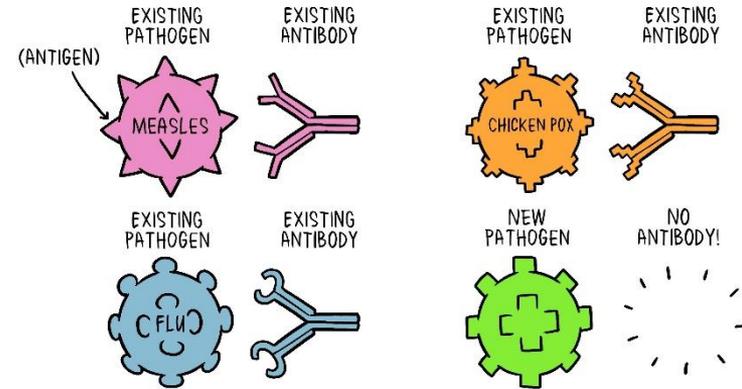
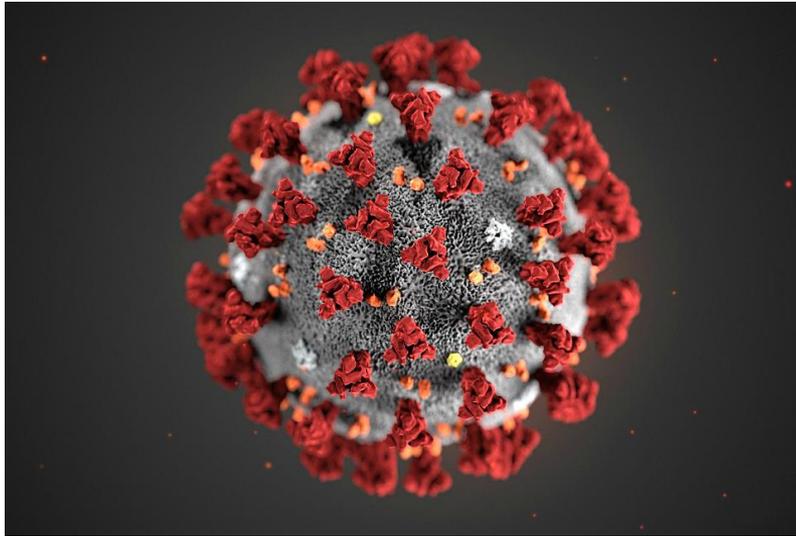
- ❖ Rockcreek Way is a Business management and consulting firm
- ❖ We are dedicated to helping clients during dynamic and transformative times
- ❖ We seek to match appropriate talent at the right time, allowing for flexibility and agility
- ❖ We offer deep expertise and experience in several key areas:
 - ❖ Business Strategy and Product Design
 - ❖ Marketing and Sales Tool Development
 - ❖ Human Capital Management consulting and design
 - ❖ Business digitization and process re-design
 - ❖ Physician Advisory Services dedicated to a safe and healthy workforce

What we will Cover:

- ❖ How do Immunizations work
- ❖ Types and variants of Covid-19 Immunizations
- ❖ Common Side Effects
- ❖ Who Should get vaccinated
- ❖ I've been vaccinated...Now What?
- ❖ Things to consider as a small employer



How does a vaccination work



When a new pathogen or disease enters our body, it introduces a new antigen. For every new antigen, our body needs to build a specific antibody that can grab onto the antigen and defeat the pathogen.

Different Types of Vaccines

mRNA Vaccines

Facts about COVID-19 mRNA Vaccines

They cannot give someone COVID-19.

- mRNA vaccines do not use the live virus that causes COVID-19.

They do not affect or interact with our DNA in any way.

- mRNA never enters the nucleus of the cell, which is where our DNA (genetic material) is kept.
- The cell breaks down and gets rid of the mRNA soon after it is finished using the instructions.

Viral Vector Vaccines

Facts about COVID-19 Viral Vector Vaccines

They cannot give someone COVID-19 or other infections.

- Viral vectors cannot cause infection with COVID-19 or with the virus used as the vaccine vector.

They do not affect or interact with our DNA in any way.

- The genetic material delivered by the viral vector does not become part of a person's DNA.

What Vaccines are available

AUTHORIZED VACCINES

- ❖ Moderna
- ❖ Pfizer

PHASE 3 TRIALS

- ❖ Astra Zeneca
- ❖ Janssen
- ❖ Novavax

- ❖ Johnson & Johnson

What are the Side Effects?

On the arm where you got the shot:



- Pain
- Swelling

Throughout the rest of your body



- Fever
- Chills
- Tiredness
- Headache

So now what...

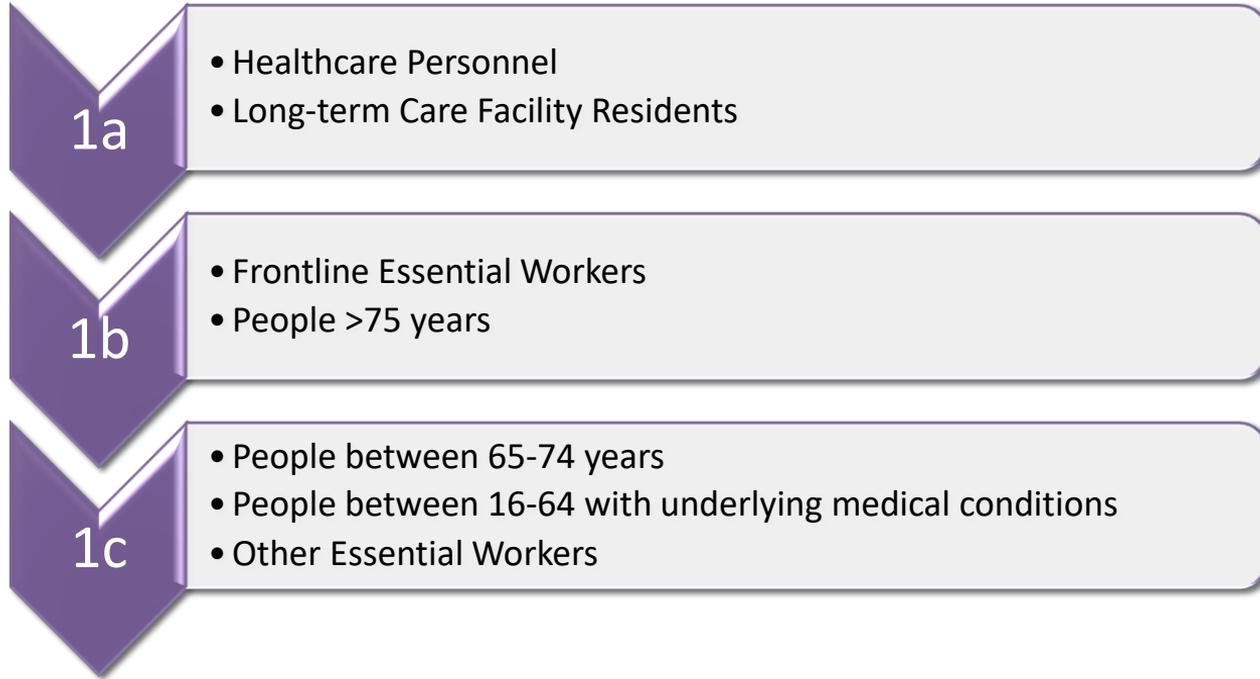
❖ I already had COVID-19 and have recovered...do I need to get a COVID Vaccine?

❖ **Yes**

- ❖ Wait 90 days to get a vaccine
- ❖ Natural Immunity is uncertain at this time



So who should get the vaccine – FIRST?

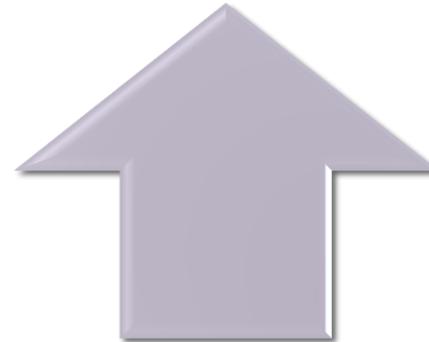


Essential vs Non-Essential



fire fighters, police officers,
corrections officers, food and
agricultural workers, United States
Postal Service workers,
manufacturing workers, grocery
store workers, public transit
workers, and those who work in the
educational sector (teachers,
support staff, and daycare workers.)

people who work in transportation
and logistics, food service, housing
construction and finance,
information technology,
communications, energy, law, media,
public safety, and public health



So now what...

❖ I received a COVID vaccine, do I still need to wear a mask?

❖ **Yes**

❖ Experts are uncertain how the vaccine will change the pandemic in the real world

❖ Active Recommendations

❖ Hand washing

❖ Social distancing

❖ Mask wearing

❖ Avoid crowds

❖ Avoid poorly ventilated areas

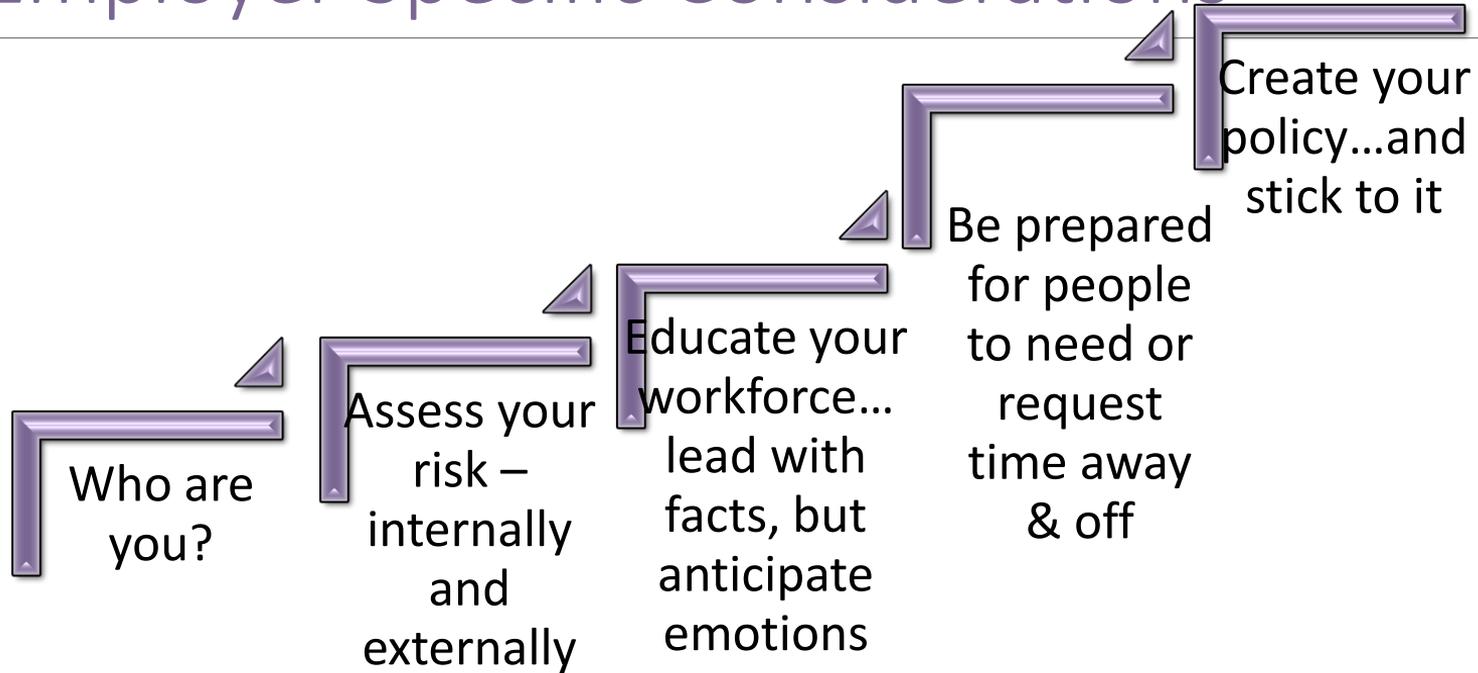
So now what...

❖ Should I, or can I, mandate my employees to get a vaccine?

❖ **This is a legal question**

❖ The federal government does not mandate (require) vaccination for individuals. For some healthcare workers or essential employees, a state or local government or employer, for example, may require or mandate that workers be vaccinated as a matter of state or other law. Check with your employer to see if they have any rules that apply to you. – *(CDC website)*

Employer Specific Considerations



Thank you!

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JacksonLewis

To Vaccinate or Not to Vaccinate...That Is the Question

Current Update and Employer Considerations
February 24, 2021

Brian M. Johnston, Kansas City; 913.982.5754; Brian.Johnston@jacksonlewis.com

Agenda



- Employer considerations regarding vaccinations in the workplace
- An employer's to-do list
- Questions

An Employer's List Of Things To Consider In Determining Whether To Mandate vs. Encourage Vaccines

How and Why It Matters

Pros

- Employees who receive vaccinations will be able to work with much greater safety
- As employee vaccinations increase, it should promote a more stable and reliable workforce
- Employers are uniquely positioned to require or encourage employees
- May help lead to a return to normal – progress toward “herd” protection
- Employees may feel more comfortable returning to work if everyone is vaccinated
- Customers may feel more comfortable knowing employees are vaccinated

Cons

- Vaccines are currently *only* approved under Emergency Use Authorization (EUA)
- Requiring/encouraging may allow employee to blame/sue employer if any adverse reactions
- Employee relations concerns. Employees may be opposed to vaccine
 - Political reasons
 - Disability/medical reasons
 - Pregnancy (and lactating) concerns
 - Religious reasons
 - Fear of long term/unknown effects
 - Personal security/privacy
- Unions may use as an organizing battle cry
- Risk of disparate impact claims

Starting With the Basics

- As of now, there is no law that requires employees to get a COVID-19 vaccination.
- For example, there is no CDC or OSHA rule requiring vaccinations.
- The FDA Fact Sheets inform individuals they may accept or reject vaccinations..
- It is possible there may be such laws in the future.



Starting With the Basics

As of now, there is also no law that expressly prohibits employers from mandating the vaccine....

But some states are considering it now:

- Indiana
- Kentucky
- Michigan
- Missouri
- New Hampshire
- North Dakota
- Ohio
- Oklahoma
- Oregon
- South Carolina
- Tennessee
- Virginia
- Washington
- Wisconsin



EEOC Vaccination Guidance

- Vaccinations may raise questions about the applicability of various equal employment opportunity (EEO) laws, including the ADA and the Rehabilitation Act, Title VII, and the Pregnancy Discrimination Act.
- EEOC provided COVID-19 vaccination FAQs on December 16, 2020
- EEOC's December 16, 2020 FAQs did not expressly say employers may mandate the COVID-19 vaccine but it seems implicit in the FAQs, subject to certain accommodations.
- EEOC Guidance does not address state and local laws.



EEOC Vaccination Guidance

Can employers mandate the vaccine without running afoul of the federal discrimination laws under the EEOC's jurisdiction?

- Yes, with caveats ...
- Employers may need to accommodate those with disabilities, pregnancy or sincerely held religious beliefs.
- If a safety-based qualification standard, such as a vaccination requirement, screens out or tends to screen out an individual with a disability, the employer must show that an unvaccinated employee will pose a direct threat due to a significant risk of substantial harm to the health or safety of the individual or others that cannot be eliminated or reduced by reasonable accommodation.
- It is possible a vaccination requirement may lead to disparate impact claims on the basis of race, gender, pregnancy or other classifications that also must be defended by showing “business necessity.”
- Are individuals who are simply philosophically opposed to receiving vaccinations or are fearful or hesitant to receive the COVID-19 vaccination while in EUA status, protected under federal, state or local law?

EEOC Vaccination Guidance

Can employers administer or contract with others to administer a vaccine to its employees?

- Only if
 - the pre-vaccination screening questions do not include questions about genetic information, and
 - Employee receipt of the vaccine is job-related and consistent with business necessity; **or**
 - Receipt of vaccinations are voluntary.



EEOC Vaccination Guidance

Is requiring the vaccine a medical inquiry under the ADA?

- The vaccine itself is not a medical inquiry. However, the pre-screening questions necessary to administer it may be.
 - Asking an employee to show proof of receipt of a vaccine is not a disability-related medical inquiry. But...
 - Employers should warn employee not to provide any medical information as part of that proof and not to provide genetic information as part of that proof; and
 - Employers should not ask employees why he/she did not receive the vaccine.

Disability-related medical inquiries made during employment must be job-related and consistent with business necessity.

EEOC Vaccination Guidance

What should an employer do if an employee refuses to receive a vaccine because of a disability, pregnancy or sincerely held religious belief?

- First, consider if the employee can be accommodated in the workplace. Employer cannot exclude employee from the workplace or take any other action unless there is no way to provide a reasonable accommodation (absent undue hardship) that would eliminate or reduce the risk of substantial harm to the health or safety of the individual or others such that the unvaccinated employee does not pose a direct threat.
- Second, consider other accommodations including, remote work, leave under employer's policies or applicable law, including possibly FMLA, and reassignment to positions where accommodation may be possible to eliminate or reduce any direct threat or undue hardship.
- Third, determine rights under other laws.

EEOC Vaccination Guidance

What factors should be considered in determining whether allowing unvaccinated employees to remain in the workplace is an undue hardship or creates a direct threat?

- The prevalence in the workplace of employees who already have received a COVID-19 vaccination.
- The amount of contact (close contact) that occurs in the workplace.
- The amount of contact with others, whose vaccination status could be unknown (in particular customers, patients, etc.).
- The amount of contact with others in vulnerable populations.
- The effectiveness of other controls in the workplace, which may be evidenced by the incidence of outbreaks in the facility.
- The current rate of infection/incidence of the virus in the surrounding community.

An Employer's To Do List: Educating and Facilitating Vaccination of Employees Regardless of Whether You Mandate vs Encourage Vaccines

Vaccination Planning: Employer Policy

- Determine policy:
 - Mandatory
 - Encouraged (with incentive)
 - Encouraged (with employer assistance)
 - Encouraged
 - Voluntary
- Develop employee-facing vaccination policy.
- Consider state or local law.
- Consider NLRA bargaining and/or union contract obligations.



Vaccination Planning: How Do You Encourage?

- Incentives?
 - Consider whether and how you might accommodate or provide reasonable alternatives for individuals unable to be vaccinated due to disability, pregnancy or religious concerns
 - If part of a group health plan, then need to follow ACA/HIPAA requirements for wellness programs
 - Consider whether incentives move vaccine away from “voluntary” (Consider EEOC’s recent proposed rule on ADA/GINA application to wellness plans)
- Provide additional time off to address effects
- Make vaccines easy and convenient for employees
 - Cover or subsidize costs for employees/families
 - Facilitate distribution of vaccines to employees
- Educate employees: direct to CDC and FDA guidance and state plans and processes



Vaccination Planning: Who Can Receive and When

- Identify employees who may be eligible, or soon be eligible for vaccinations. (Check state and local health department rules)
- Consider potential impact of current remote work arrangements.
- Determine how employees can apply to receive vaccinations.
- Educate employees on how to apply for vaccinations.
- Determine what form of proof vaccine providers will require from employees to establish eligibility for vaccinations.

Vaccination Planning: Scheduling Vaccines

- Confirm whether employees can receive vaccinations on site, if not, consider impact on scheduling.
- Require employees to advise as to their vaccination schedules to ensure work schedules do not interfere with appointments and staffing challenges can be addressed.
- Ensure employees schedule and obtain second dose and communicate about same.
- Plan for absences following vaccinations.



Vaccination Planning: Pay Obligations

- Determine pay obligations for employees who become unable to work due to reactions to vaccinations.
- Assess obligation to pay employees for time spent receiving vaccinations.



Vaccine Planning: Confidentiality

- Determine if employees will be required to provide proof of vaccination to employer and, if so, what documentation will be satisfactory.
- Determine who will have access to this information.
- Consider confidentiality obligations.
- Instruct employees not to disclose medical information in connection with vaccination program unless requested as part of reasonable accommodation process.



Vaccination Planning: Plan for Accommodations

- Confirm process employees should follow to request exemption from vaccination mandate as a reasonable accommodation for disability, religious beliefs, pregnancy, breastfeeding.
- Confirm process will follow to assess reasonable accommodation requests.
 - Train managers/supervisors/HR on how to recognize requests for accommodation and who within the company to direct the request for analysis.
 - Interactive process
 - Requirements for supporting documentation
 - Who will manage requests for accommodation?
 - While an employer can ask for accommodation requests to be in writing, there is still the obligation to engage in the interactive process if the request is oral
- Consider developing reasonable accommodation request and response forms to document compliance with ADA/state/local interactive process requirements for disability-related accommodation requests.

Vaccination Planning: Plan for Objections

- Consider how to address other objections:
 - Adverse reaction concerns
 - Personal or philosophical objections
 - Concerted activity
 - Safety concerns



Vaccination Planning: Post Vaccine

- Remind employees that vaccinated individuals must still comply with COVID-19 protocols.
- Continuation of COVID-19 protocols while and/or after employees are being vaccinated:
 - COVID-19 testing
 - Temperature screening
 - Face-covering
 - Social distancing
- The CDC has indicated that following vaccination, measures such as masking and social distancing will still be needed. This should be periodically checked as the vaccination rollout evolves



Small Employer Case Study: Response to COVID-19

How We Got Through...



Brian Laures
VP, Operations
Western Forms Inc

Western Forms – Response to COVID-19

1. Who is Western Forms
2. What We Did Early On - Before
3. Launching our Return-to-Work Program
4. Further Return-to-Work
5. Track Record
6. What We Believe
7. Going Back to “Normal”



Western Forms – Response to COVID-19

1. Who is Western Forms:

- Aluminum Concrete Form Manufacturer
- Customers:
 - Residential Concrete Foundation Contractors - Domestic
 - Commercial Concrete Contractors & General Contractors - Domestic
 - Single Family Housing Developers & Contractors - International
 - Multi Family Low & High Rise Apartment Contractors – International
- International Customers:
 - United States
 - Mexico
 - Central & South America
 - Caribbean
 - Middle East
 - Australia & New Zealand



Western Forms – Response to COVID-19



Western Forms – Response to COVID-19

2. What We Did Early On - Before:

- Early March 2020 – Knew it was coming
 - Social Distancing at Work
 - Wash your Hands
 - Protect your Family & your Home Environment
 - Prepped for Office to Work from Home
- Mid March 2020 – It was in Kansas City
 - Closed Conference Rooms
 - Closed Break Rooms
 - Daily Cleaning of Touch Points
 - Started Taking Daily Temperatures
 - Asked Personal and Family Health related Questions upon Arrival
- End of March 2020 – Exposure
 - March 23rd – Office Started Working from Home
 - 3rd Day in - An Warehouse Employee's Sister had a Positive Test
 - Next Day – 5:00 AM - Sent everyone Home – 2 Weeks



Western Forms – Response to COVID-19

3. Launching our Return-to-Work Program:

- Incremental Return

- 1st Week – 12 Guys (Skeleton Crew) 12 of 62 in Mfg
 - Required Face Masks at all Times
 - Distributed Refillable Hand Sanitizer in Spray Bottles
 - Hired 2 Nurses (School Nurses)
 - Extended Cleaning to more Areas and Twice Daily
- 2nd Week – 15 more Guys (Larger 1st Shift) 27 of 62 in Mfg
 - Nurses Started w/ Official Medical Screening
 - Hired 2 Nurses (School Nurses)
 - Official Me2nd Week - Brought back
- 3rd Week – Started 2nd Shift Added 35 Guys 62 of 62 in Mfg
 - Required Face Masks at all Times



Western Forms – Response to COVID-19

3. Launching our Return-to-Work Program :

- Documents and Procedures
 1. Medical Screening Rosters
 2. Memo of Understanding
 - Stated the Situation & Goal - Keeping the Workplace Healthy
 - Documented the **Circle of Health**: Family, Employee, Company, Family
 - Listed - At Work Requirements
 - Listed - At Home Requirements
 - Detailed the Medical Screening Procedure
 - Required the Employee to answer questions openly and honestly
 - Indicated that we had the right to not allow the employee to work
 3. Infection Controls & Safety Instructions
 - Detailed Rules and Procedures about
 - Face Masks
 - Hand Sanitizer
 - Lunch & Breaks
 - Disciplinary Actions
 4. COVID Exposure – What if Scenarios
 - Detailed out Several Scenarios of Exposure and Subsequent Actions
 5. Frequently Asked Questions
 6. Summary of Potential Exposures



Western Forms – Response to COVID-19



April 13, 2020
COVID-19
Memorandum of Understanding

Western Forms, Inc.
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Kansas City, MO USA 64120
Tel: 816-241-0477
Toll-Free US: 800-821-3870
Fax: 816-241-6877
www.westernforms.com

Goal & Discussions: The purpose of this memorandum is to detail the steps necessary to keep the workplace safe and free of COVID 19 contamination. Keeping the workplace safe allows the company to be able to stay open, operational, and provide its' employees with an income that supports their family and their livelihood.

In order to accomplish this, it will take a team of individuals, who through their personal responsibilities and efforts will allow the balance of the team to accomplish their goal of producing product.

Thus, by monitoring every employees health, it ensures a safe, anxiety free, and healthier workplace for all employees. How do we do this; By performing the below listed steps at work and at home with rigor and discipline. If this is done, then there is a better chance that:

- Your family stays healthy
- You stay healthy
- Western Forms stays healthy
- Western Forms stays open to employ you
- You are able to support your family

While at Work: We expect you to follow the protocol distributed 3/19/20, plus these additional steps:

1. Wear your face mask anytime that you are within 10' of any person, either approaching or being approached, and while moving from area to area.
2. Disinfect your hands often by washing or using the supplied disinfectant, before & after every face touch, before and after donning face mask, exposure to suspected surfaces.
3. Cough or sneeze into your face mask, discardable tissues (disinfect following), or your elbow.

While at Home: We expect you and your family to adopt the following steps, which includes:

1. Wash your hands often and clean and disinfect frequently touched surfaces in your home and vehicle(s).
2. When in public, for essential tasks, follow social distancing, wear a face mask, clean and disinfect your hands, the items that you touch, and the products that you bring into your vehicle or home.
3. Stay at home and do not have visitors into your home.

Upon Arrival: In order to provide a safer workplace for you and your coworkers, we will be performing screening procedures prior to you being allowed to enter the building and begin work each day:

1. You must have a temperature of less than 100.0 degrees F.
2. Survey you on how you are feeling and /or having any flu type symptoms
3. Have you or family been exposed to anyone with COVID 19 or having symptoms of COVID 19
4. Inquire about the health condition of your family
5. Question you as to you & your family's activities at home & away from home, including visitors

By signing below, you understand the due diligence, discipline, and rigor required to keep your family and yourself healthy. Daily, you will answer all questions and report all information with the utmost honesty and openness. If you do not pass, you understand that you will not be able to work on that day, nor will you be able to return to work until such time that your health complies with CDC guidelines for returning to work, and you can pass the morning screening.

Employee: _____

Date: _____



Western Forms – Response to COVID-19



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April 20, 2020 Returning to Work Infection Controls & Safety Instructions

Goal & Discussions: The purpose of this Infection Control & Safety Instructions is to provide the employees specific directions, practices, and rules that will help to create a workplace that is safe and free of COVID-19 contamination. These are being put in place for the following reasons:

1. Protect you from possible exposure from your fellow [employees](#)
2. Protect your fellow employees from possible exposure from you
3. Protect you from coming into contact with contaminated [surfaces](#)

Basic CDC and OSHA Guidelines:

1. Wash hands often and thoroughly
2. Practice social distancing of [6'](#)
3. Wear a facemask while out in [public](#)
4. Cough or Sneeze into a cloth
5. Clean & disinfect frequently touched [surfaces](#)

Face Mask: The reusable (or [disposable](#)) face mask is being provided to you as an extension of your typical PPE. The face mask must be [used](#)

1. Worn upon entering & leaving the building(s)
 - a. It is best to don upon or before exiting your vehicle.
2. Worn while moving throughout the facility ([golf](#))
3. Worn while driving [lockets](#)
4. Worn while in an office conversing with others and greater than [6'](#)
5. In place, prior to someone approaching your work cell and prior to them being 10' [away](#)
 - a. Visual or verbal notification of approach must be made before breaking 10' [barrier](#)
6. Snugly pulled across nose and mouth
7. Available to be donned in a moment's [notice](#)
8. Used with filtering material in [place](#)
9. Thoroughly washed and dried once a day

Note:

1. It is acceptable to lower your face mask if in a work cell (no one within 10') or office by [yourself](#)
2. If in a work cell, the mask and [tie](#) ties must remain secured to the person so as not to be dangling or in any way possible to come in contact with the machine

Hand Sanitizer / Antibacterial Spray: The refillable sanitizer / antibacterial spray bottle (w/ 80% alcohol) is being provided as an extension of your typical PPE. The spray must be used to spray [used](#)

1. Your hands (or gloved hands) numerous times throughout the day to [disinfect](#)
2. Your hands after touching surfaces that are or suspected to be [contaminated](#)
3. Used to spray control surfaces (equipment or welders) that you have been away from.
 - a. Spray your hands liberally and then rub your hands over the control [surfaces](#)
 - b. Spray and rub thoroughly your hands one more [time](#)
4. Surfaces of company provided [locks](#)
5. Your hands after removing your [gloves](#)
6. Your hands before & after donning your face [mask](#)
7. The front of your face mask from time to time (do not do this while breathing thru)
8. Your hands before using the restroom (wash your hands w/ soap & water to lowering RR use)

9. [Sediment](#) frames, hand holds, tools and control surfaces
10. Door handles and control surfaces of company [vehicles](#)

Note:

1. Although there is a moisturizing agent within the sanitizer, the use of hand lotions and moisturizers at home and prior to going to bed will help to keep your hands from drying out and having secondary skin issues.
2. The [alcohol-based](#) sanitizer will dissolve and damage some ink or printed surfaces test a small area before arbitrarily spraying an entire surface.
3. It is acceptable and advised to carry your bottle with you at all times within reason and as long as it does not create other safety or production related [issues](#)

Lunch & Break Times:

1. While hand washing, retrieving food from refrigerator, getting ice, and warming food in [microwaves](#)
 - a. Provide and require of coworkers, yours or their [6' distance](#)
 - b. Take turns approaching and using these [devices](#)
 - c. [Adequately](#) perform short task, and then back away to allow another's use.
2. During the break time: eat, relax, and socialize at distances greater than [6'](#) in open air [environments](#)
3. Do not share the space inside of a car or vehicle with others during this [time](#)
4. Disinfect hands prior to returning to [work](#)

Donning your Mask:

1. Insert your filtering material of four (4) folded layers of a blue shop towel or [high-quality](#) paper towel
2. Push the filtering material tight up against the wire edge of the face mask.
3. Put the open loop over your head with the filter pouch opening [up](#)
4. Grab the ends of the tie and align them with one hand and use the other to center and push the face mask snugly against your throat.
5. Still while holding the ends of the tie compress the edges of the mask along the rope as much as [possible](#)
6. Raise the ties above & behind your head (must be above your ears) and tie a bow knot ([knot](#): [lace knot](#))
7. Form the wire to fit firmly around the contour of your nose (This is very important to create this seal as it a vital part of the seal and it keeps your safety glasses from fogging up)
8. Readjust the bow knot tightness and location on the back of your head so that the pressure keeps the seal and mask in place comfortably.

Lowering your mask:

1. Do not untie the bow [knot](#)
2. Slide knot down to release some of the [pressure](#)
3. Lift the tie over each ear and slide the ties to your [shoulders](#)
4. Push fold the face portion down to rest on your [shoulder](#)
5. Sanitize your hands and use excess fluid to rub the top half of the exposed outside [padding](#)

Removing your mask:

1. Untie & pull mask down away from your [neck](#)
2. Remove tie from head keeping mask away from [face](#)
3. Fold mask with outside surface folded in
4. Store in safe place and sanitize [handles](#)

Disciplinary Explanation: These directions, practices, and rules around this infection control need to be strictly adhered to for the protection of others and your fellow coworkers. Violations will be handled as follows:

1. 1st Offense – Verbal warning
2. 2nd Offense – Written Reprimand & sent home for the remainder of the [day](#)
3. 3rd Offense – Written Reprimand & 3 day suspension
4. 4th Offense – Written Reprimand & 3 day [suspension](#) w/ possible termination



Western Forms – Response to COVID-19

4. Further Returning-to-Work:

- Further Sequences of Response
 - April thru June - Only 3 People in the Office
 - June - Added 3 more People to the Office
 - Summer – Occasional 1 day visits by other office Employees
 - September - Started an office rotation for everyone to be in the office 2 days per week
 - Suspended Office rotation schedule on 2 exposure



Western Forms – Response to COVID-19

5. Track Record:

- Tracked 53 Situations of 1st 2nd 3rd Tier Levels of exposures
 - Mfg Employees – Very open about sharing their personal life situations
 - Allowed to work up until - direct exposure to a documented **Positive** person
- First Positive Employee - Mid October
 - Office Employee – Contracted from Spouse who got it from work
 - Created 3 Subsequent internal Positive Employees – All Office Related
 - Subsequently learned that masks were removed / lowered in personal office meetings
- First Positive Mfg Employee - Late October
 - Contracted from Spouse
 - No Subsequent Mfg Positive
- Positive Employees
 - 18 Total Positive
 - No Hospitalizations
 - No Communicated Long -Term Effects



Western Forms – Response to COVID-19

6. What We Believe:

- Masks (good ones) Make all the Difference
 - Must cover nose & mouth while within 10' of others
 - Gators were prohibited early on
 - Focused our discipline and rigor here
- Touch Point Cleaning – Good, but not a source for us
 - Stopped daily Touch Point Cleaning – Mid Fall
- Hand Sanitizer
 - Still dispensed and refilled
 - Not used as frequently as early on.....



Western Forms – Response to COVID-19

7. Going Back to “Normal”:

- When
 - ???
- How
 - No specific decisions or direction as of yet
 - Prepared for the similar social acceptance & rejection of “The Steps”
 - ???





Q & A with Keynote Speakers



Mike Heckman
Co-Founder & CEO
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Brian Johnston, Attorney
Jackson Lewis PLC



Gerry Stanley, MD FAAFP, P-CEO
GM, Physician Advisory Svcs
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Brian Laures
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**THANK YOU FOR
ATTENDING DAY 1!**



**Mid-America
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