

Staff and Volunteers

Tips



Support sick or potentially sick employees.

Don't require a doctor's note from employees who have been sick.

Ask employees with COVID-19 symptoms to put on a mask and send them home.

- Have them contact their healthcare provider.
- See [Guidance for COVID-19 Testing](#) and [What to do if you have confirmed or suspected COVID-19](#).

Keep it confidential if an employee tests positive for COVID-19.

- See requirement by the [Americans with Disabilities Act \(ADA\)](#).
- Inform close contacts of the sick employee they may have been close to someone with COVID-19.
- When needed, the Health Department provides specific guidance to organizations based on possible disease exposure risk.

Employees with a family member at home with COVID-19 should:

- Notify you.
- Stay home and avoid public places for 14 days.
- Monitor health for 14 days after the last day they had contact with the sick person.

Compassion fatigue and stress

Staff and volunteers often put the needs of other people before their own. But it is important to maintain good mental health to continue helping those in need.

Watch out for compassion fatigue symptoms:

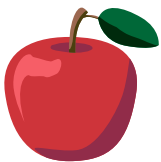
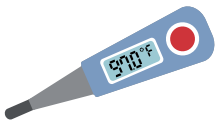
- Increased anger.
- Fear or hopelessness.
- Mood swings.
- Sleeplessness.
- Chronic exhaustion or physical ailments.
- Guilt.
- Avoiding work.
- Increased use of tobacco, alcohol and other substances.

Encourage staff and volunteers to:

- Take breaks and limit shifts to no longer than 12 hours.
- Sleep 7-9 hours every night.
- Exercise and eat a healthy, balanced diet.
- Talk to family, friends, supervisors and teammates.
- Pray, meditate, or practice other breathing or relaxation exercises.
- Set boundaries—practice saying “no”.
- Ask for help early.

Encourage staff and volunteers to talk about how they feel.

- Team members can share in the responsibility for their partner's safety and well-being.
- Develop a “buddy-check-in” system among staff and volunteers.



Find more information at tpchd.org/coronavirus.