

COVID-19

Exposure, Prevention, Preparedness & Response Assessment

COVID-19 Preparation, Prevention and Response Plan			YES	NO	N/A
1.	Safety	Have you established a written COVID-19 preparation, prevention and response plan?			
2.	Safety	Have you established telemedicine protocols with your workers' compensation insurer? Whom to contact and for what type of injuries?			
3.	Safety	Do you have an employee notification form prepared if you become aware that an employee has come into contact with an infected person?			
4.	Safety	Have you communicated and documented these new disease mitigation responsibilities to your managers, supervisors and employees?			
5.	Safety	Is cleaning and disinfection of common areas and shared space being done on a daily/regular basis? Is written documentation kept?			
6.	Safety	Have you identified the appropriate PPE measures to be taken as recommended by the CDC and provided such to your employees?			
7.	Compliance - HR	Do you have the mandated federal poster displayed for the FFCRA?			
8.	Compliance - HR	Have you adopted an Emergency Family and Medical Leave Expansion Act (EFMLEA) and Emergency Paid Sick Leave Act (EPSLA) policy?			
9.	Compliance - HR	Have you set up a new compensation codes in your payroll system for EFMLEA and EPSLA?			
10.	Compliance - HR	Have you assessed whether your business meets the criteria of Essential Business or Essential Services?			
11.	Compliance - WC	Have you transitioned employees to a work from home status? If yes, have their job duties changed?			
12.	Compliance - WC	Do you have a Drug Free Workplace? If so, are you continuing to send new hires for drug testing?			
13.	Compliance - WC	Are you aware of OSHA developments related to new employee disease exposures?			
14.	Third-Party Liability Risk	Have you established written parameters for the reductions of risk and exposure to the virus in your workplace?			