

## <u>Does your business need to update its handbook with all the new COVID-19 regulations?</u>

## **Health & Safety**

- ➤ Is your business requiring all staff to disinfect all spaces after use?
- Will staff be required to wear masks while in the workplace?
- ➤ Will attendance and sick leave policies be altered to accommodate staff if they become ill?
- > Is there a business continuity plan in place?

## **Benefits**

➤ Does your company's insurance need to be modified to better benefit staff? This may include telehealth medical appointments & new coverage.

## **Staff Regulations**

- Will staff now or no longer be paid hazard pay?
- ➤ Are staff restricted to only essential travel?
- Will the regulations about working remotely need to be altered to accommodate individuals?
- ➤ Do the current policies comply with the new federal and state regulations for both sick & paid leave?