



Maintain Healthy Business Operations



Identify a workplace coordinator who will be responsible for COVID-19 issues and their impact at the workplace.

Implement flexible sick leave and supportive policies and practices.



Ensure that sick leave policies are flexible and consistent with public health guidance and that employees are aware of and understand these policies.



Maintain flexible policies that permit employees to stay home to care for a sick family member or take care of children due to school and childcare closures. Additional flexibilities might include giving advances on future sick leave and allowing employees to donate sick leave to each other.



Employers that do not currently offer sick leave to some or all of their employees may want to draft non-punitive “emergency sick leave” policies.



Employers should not require a positive COVID-19 test result or a healthcare provider’s note for employees who are sick to validate their illness, qualify for sick leave, or to return to work. Healthcare provider offices and medical facilities may be extremely busy and not able to provide such documentation in a timely manner.



Review human resources policies to make sure that policies and practices are consistent with public health recommendations and are consistent with existing state and federal workplace laws (for more information on employer responsibilities, visit the Department of Labor’s [external icon](#) and the Equal Employment Opportunity Commission’s [external icon](#) websites).



Connect employees to employee assistance program (EAP) resources (if available) and community resources as needed. Employees may need additional social, behavioral, and other services, for example, to cope with the death of a loved one.

Park County Public Health
COVID-19 Informational Line
307-527-1870 or 307-754-1870



Park County Public Health
Cody 527-8570
Powell 754-8870