



Easterseals New Jersey

Receipt of Information & Return to Work / EE Acknowledgment

Extended Employees, Parents and Guardians, we are excited to welcome you back to your work program! As you know, Easterseals NJ has developed a **COVID-19 Guide to Return to Work** based on best practices as recommended by the CDC (Centers for Disease Control), Occupational Safety & Health Administration (OSHA), as well as county, state, and municipal government, funding agencies and inter-agency collaboration. **The main purpose of this plan is to ensure the health and wellness of staff, persons served, and visitors by implementing and enforcing practices that will serve to prevent and reduce the spread of COVID-19.**

Our Strategic Re-Opening Plan guides programmatic hybrid remote learning methods; environmental health and safety practices; personal responsibility; facility, operations, and program considerations; as well as staff and participant trainings. These will be reviewed with you again when you return to work. Prior to returning to our building, please have your signed acknowledgement and return this form to your Service Specialist to indicate that you will do your part to keep our workforce safe.

My / Our signatures below indicate the following:

- I am returning to work voluntarily.
- I / We have been given information about COVID-19 and how it spreads.
- I / We understand the increased risks for persons with certain medical concerns.
- I / We will self-monitor prior to coming to work each day and will stay home if not feeling well, have a fever (particularly temperature of 100.4 degrees Fahrenheit or higher), and/or any combination of symptoms that may be associated with the virus or are new. <https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>
- I / We will inform my Service Specialist of any travel plans that have a travel advisory or require quarantine on return. <https://covid19.nj.gov/faqs/nj-information/travel-and-transportation/which-states-are-on-the-travel-advisory-list-are-there-travel-restrictions-to-or-from-new-jersey>.
- I / We will inform my Service Specialist if anyone in my household has tested positive for the virus or I have come in close contact (less than 6 feet for more than 10 minutes) with someone known to be positive for the virus.
- I will follow all Easterseals NJ safety rules regarding face coverings, handwashing and social distancing.

Print Name: _____ Date: _____

Signature of Person Served: _____

Signature of Parent/Guardian (if applicable) _____