

Five Tips for a Successful Return to Campus

Here are the essentials to keep people safe, understand resources, and live the [UAB Shared Values](#) and put empathy into action.

1

Follow UAB Policies/Guidelines and Know Your Resources

- Policies can be found in: Faculty Handbook, Student Handbook, You and UAB Handbook for Faculty and Staff, Policies and Procedures Library, and specific policies within your department.
- [Entry Guidance for Supervisors](#)
Guidance includes addressing:
 - » Accommodations
 - » Childcare and Caregivers
 - » Dress code and PPE
 - » Employee Illness
 - » Leaves
 - » Mental and Emotional Support
 - » Work Environments
 - » Non-Compliance with Health and Safety Guidelines

2

Re-set Expectations

- Encourage employees to be considerate of how they reconnect with each other.
- Encourage [personal safety practices](#): masks/face coverings, social distancing and hand washing beyond the work environment.
- Identify creative alternatives to socialize safely.
- Incorporate work related expectations, like limited time in shared spaces, breakrooms, additional cleaning of buildings and shared equipment, etc.

3

Reconnect Your Team

- Recognize the human element of the pandemic.

- Begin with a team conversation:
 - » How has our work changed?
 - » How have we adapted?
 - » What have we learned during the pandemic?
 - » How will our team need to work together differently as we navigate through and beyond the pandemic?
 - » What actions will we take?
- Continue to build a climate of support.

Continue On-going Communication

- Stay connected about plan to return to campus:
 - » Changes
 - » Barriers
 - » Support
- Be transparent — share what you know and don't know.
- Continue with regular conversations and check-ins.
- Give people voice by listening.
- You can't overcommunicate.

4

Share and Communicate Mental Health and Wellness Resources

- The [Employee Assistance Counseling Center](#) (EACC) is available to offer emotional support to faculty and staff and has increased available services during this stressful period. Critical resources include, but are not limited to, [mental health tools](#) and [counseling services](#).
- Also, learn about the Employee Wellness [Pillars of Wellness](#) to stay healthy and strong.
- Download the [BWell App](#) to build a self-care plan and access mental health resources.

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