

RCG/CPM's Response to the Coronavirus (COVID-19) Employee Update – August 2021



Below are notices pertaining to RCG/CPM are choosing to address the pandemic going forward. Additional information can be found online at <https://www.governor.ny.gov/>

COVID-19 Vaccinations

We encourage all eligible staff to get vaccinated. NYS employers are required to grant employees up to 4 hours of time off to get vaccinated during business hours, if need be. Therefore, an employee who needs to take time off from work to receive the vaccine may simply indicate this as regular time on his/her timesheet.

FFCRA – COVID Sick Leave

The American Rescue Act Plan of 2021 has allowed employers to extend COVID sick leave benefits through September of 2021. In addition to taking time off for direct exposure incidences, this leave also provides benefits to those who are recovering from any side effects from being vaccinated.

RCG Main Office

Following NYS guidance, masks are optional for office staff; however, we highly encourage unvaccinated employees to wear a mask while using office common areas. Employees are encouraged to stay home if they feel ill and should refrain from returning to work until symptoms have subsided.

Site Staff – Site Work Safety Procedures

- Site Staff - Employees will continue to be present at their sites during normal business hours; however, it is recommended that they continue working with doors closed and see residents by appointment only. We ask that staff continue to work as independently as possible to prevent exposure incidences. Masks are once again required for office staff regardless of vaccination status while present in common areas or while meeting with residents. Masks are optional while working independently in the office.
- Maintenance Technicians - Technicians will be available to perform work orders, but residents who have been ill or those who are quarantined will have their work order postponed unless it is an emergency that poses a significant health and safety risk to the resident(s) and others within the building. It is required that that masks be worn when working in occupied units regardless of vaccination status.
- General Building/Maintenance Advice – Property common areas and community rooms will remain open without capacity restrictions; however, masks are now required by staff and residents regardless of vaccination status and staff should continue to prioritize cleaning and sanitization of these areas.

RCG/CPM is committed to keeping staff and business partners updated as restrictions change or work conditions need to be modified. Thank you for your consistent dedication and flexibility.