

Staying Healthy in a Changing Environment

Course Outline - All Employees

Module

Topics

Module Description

Learning Objectives

Learners will be able to...

Introduction

- Welcome to the course
- How the course works

This module introduces the learner to the course, *Staying Healthy in a Changing Environment*.

- Understand how to successfully navigate and complete the course

COVID-19 Basics

- The origins of COVID-19
- Personal safety best practices such as social distancing, regular hand washing, and practicing good respiratory hygiene through face coverings
- Symptoms of COVID-19
- Why and how to take precautions care as individuals return to the workplace

This module is an overview of COVID-19: what it is, it's symptoms, and best practices for staying safe. Learners will review important terms and definitions related to PPE, social distancing, strategies to reduce the possibility of contracting COVID-19.

- Understand what COVID-19 is and how it can be contracted
- Recall strategies to protect oneself and others from contracting COVID-19
- Apply strategies to protect oneself and others from contracting COVID-19

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Mental Wellness

Topics

- Be mindful about what causes negative stress
- Strategies to manage stress
- Communicating boundaries and learn what boundaries others have set for themselves
- Resources to seek additional support

Module Description

This module explores common causes of stress, as well as stressors related to life during a pandemic, and explore ways strategies for managing stress and supporting mental-wellbeing such as physical exercise, establishing a routine, communicating personal boundaries.

Learning Objectives

Learners will be able to...

- Learners will be able to apply strategies to manage stress
- Identify stressors in their lives
- Recall strategies to manage stress and mental wellbeing
- Apply strategies to manage stress that align with their individual needs

Working in this New Environment

- Methods for successfully working from home
- Communicating when accommodations are needed
- Being mindful and inclusive of employees who are working remotely
- How to discourage or report unsafe behaviors

This module includes information for employees who are managing changes as their physical workplace reopens. The content reviews working from home, working in a blended workforce of remote and in-person employees, and discussing accommodations based on individual needs.

- Apply strategies to navigate the transition back to the in-person workplace
- Apply strategies to work from home successfully
- Use strategies to request accommodations
- Recall ways to create an equitable working environment for both in-person and remote employees
- Report unsafe behaviors observed in the workplace

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Returning to the Workplace

Topics

- Having a flexible mindset as we develop new habits, procedures, and need for increased communication
- Taking measures to stay healthy
- Discourage others from taking risks in the workplace
- How to take action if you see or experience harassment and discrimination in the workplace

Module Description

This module focuses on safety best practices to stay well as employees return to the physical workplace, and what to do if they experience symptoms. This module also reviews bystander intervention to manage instances of harassment or discrimination in the workplace.

Learning Objectives

Learners will be able to...

- Learners will apply strategies to safely return to the in-person workplace
- Apply safety best practices to keep yourself and other employees safe.
- Stay home if you show symptoms of illness
- Take action if you see others showing unsafe, discriminatory, or harassing behavior

Conclusion

- Complete the course

Learners will complete the course, including signing an policies required.

- Successfully complete the course