# COVID-19 Omicron Variant: Leadership Resource Toolkit

**Mount Sinai**

This toolkit gives managers, medical directors, and other leaders quick access to COVID-19 materials. Topics include updated COVID-19 information, EHS policies, and well-being support for staff.

Materials linked below will be updated regularly as new information becomes available.

### COVID-19 Update

- COVID-19 Omicron Variant: Useful Information
- COVID-19:The New Normal in New York City, a useful video from Bernard Camins, MD, with answers about COVID-19 safety outside the hospital (e.g. transportation, schools, masking)
- Vaccine information for Employees: includes information on scheduling a booster shot and reporting vaccine status. Employees who have had their booster shot must report it to EHS.

### MSHS COVID-19 Policies and Processes:

#### Return to Work

- Return-to-Work Guidance for Staff
- Grid for managers to clarify when employees may be able to return to work after COVID-19 exposure or testing positive, with accompanying flowchart

**Employee** COVID-19 testing, monitoring, and clearance

#### PPE

- Fit testing for N95 January 2022 Schedule
- A current directory of approved PPE
- An overview of proper PPE practices
- Masking recommendations for both patient-facing and non-patient-facing encounters

**Visitor Policy:** COVID-19 Visitor Policies | Mount Sinai - New York

**Treatment Guidelines:** Treatment Guidance for SARS-CoV-2 Infection (COVID-19), updated treatment information for providers

**Designated Meal Rooms** where staff can eat and take a break, while socially distanced

### Well-Being Support

- Mount Sinai guide to mental, emotional and spiritual help at work, a guide to our many support resources
- As leaders during a crisis, we may feel stress ourselves while being concerned about our staff in distress. The Mount Sinai Health System Staff Support Guide for Leaders provides a framework to look out for signs of stress.
- Considerations for Work Environment in Times of Crisis
  - Consider **structuring huddles and team meetings** around what the team needs to know about the current state of the surge. It can help ease stress and uncertainty when we communicate clearly, regularly, and effectively to our teams.
  - Consider **pausing non-essential projects** and minimize excess and off-hour meetings and emails.
  - Consider **expanding teleworking** for additional employees if appropriate.
  - Consider **checking in with your staff individually** to make sure they are doing ok.
- Sustaining Operations and Preventing Burnout during COVID-19: How Leaders Can Help, a helpful additional external resource