

## 15 Things Your Boss Wishes You Knew About COVID-19

There is a lot of information available concerning COVID-19. Most people are trying their best to stay informed and up-to-date on the current news about it. Not surprisingly, employers have their own list of things they wish their employees knew about COVID-19.

This applies to people not only working remotely but also working essential jobs where they show up to work at a physical location every day.

### 15 Things Your Boss Wishes You Knew About COVID-19

1. **Familiarize yourself with COVID-19.** Your boss wants you to stay informed. Listen to what the news and the medical field are saying.
2. **If you start feeling sick at work, what should you do?** Inform your supervisor immediately if you start to feel any coronavirus symptoms.
3. **Try to cut down on physical contact.** Try to take safety precautions as much as possible and don't share food, drinks, or shake hands at work.
4. **Stay informed.** Keep up-to-date on the news in your workplace and what your company's policies are surrounding COVID-19. Things are changing every day as new information is found regarding it, and that means your workplace policies may be changing as well.
5. **If you feel sick, stay home.** Bottom line. Your employer doesn't want you to come to work if you are sick. Stay home and let them know.
6. **You may have to work remotely.** To protect their employees, many companies are switching to more remote work, and you may be asked to as well, if that is something that can be implemented at your workplace.
7. **For the good of all, practice good hygiene.** Wash your hands, cover your face when you sneeze, and don't cough on people. This not only prevents the spread of COVID-19, but is also just good manners.
8. **Your employer can send you home if you are sick.** If necessary, your employer can ask you to go home if you are sick. This is to protect other employees as well as you, and to prevent the spread of infection.
9. **You have other options.** If you ever feel uncomfortable or unsafe in your work environment let your supervisor know. Remember, you always have other options and are not trapped in any situation.

10. **Let your boss know how you feel.** Communication is necessary during this time. Communicate with your boss, your co-workers, and other team members.
11. **Let your boss know if someone is sick at home.** If someone that you live with is sick with a confirmed case of COVID-19 you need to let your employer know immediately because you will then have to quarantine for a mandatory 14 days.
12. **Don't be scared.** Fear does nothing to help any situation and anxiety is not going to help your work performance. Do your best to stay informed but not paranoid.
13. **Stay focused.** Yes, during this time that can be hard. But your employer wants you to stay focused on your job and doing your best work. This will help to take your mind off the current state of affairs as well.
14. **Ask your employers to keep you informed.** If you feel that you are not being notified of changes in the company ask. Your employer wants you to stay informed and feel safe.
15. **Your boss cares.** Ultimately, your employer values you and wants the best for you. So trust that they have yours, and your co-workers, best interest at heart.

**IMPORTANT:**

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