

6 Tips to Respond to Employee Anxiety about COVID-19

1. Have a Plan

- Let employees know that you are thinking and looking ahead.
- Let employees know that you will stay well informed.

2. Communicate, share and be open

- Let your employees know they can expect regular updates.
- Communicate even if the situation remains unchanged.

3. Empathize

- Share that you know it's stressful.
- Recognize that it's ok to be anxious.
- Remind your employees there are resources to manage stress.

4. Reassure

- As best as you can.

5. Understand

- Recognize when stress becomes unmanageable.
- Mental health days may be needed for some employees.
- Encourage self care on the job.

6. Recognize that it is not quite "business as usual"

- Reassure staff that expectations will shift accordingly.

We will get through this!