

Staff Update | April 22, 2020

www.goodwinhouse.org/staffupdate

Reminder—Hygiene Practices

Don't forget to cover your nose! Staff must wear masks at all times while on campus. Thanks to donations from several skilled and generous people, every staff member has a mask. Don't forget to cover your nose as well as your mouth. It's very important as we work to keep our residents and staff safe and healthy.



Clean your cell phones! Cell phones are big collectors of germs. For your health and the health of everyone around you, sanitize your phone regularly with a disinfectant wipe or a little bit of soap and water. As a reminder, you can only use your cell phone during breaks at work—please keep them outside of resident areas.

New Goodwin House Requirement—No Second Jobs

Following advice from the Alexandria and Fairfax County health departments, Goodwin House will now require that staff members not work at multiple places of employment during this time period of COVID-19 precautions. This requirement is intended to stop the spread of COVID-19 and keep residents and staff safe. If you have questions, please speak with your department director.

You Are Appreciated: Letters from Residents' Families

We continue to receive lovely notes from residents' families. Here are just two examples:

"During this incredibly difficult and stressful time, it's so important for us family members to acknowledge your dedication in providing love and care to the residents. Thank you so very much for all you do to feed, entertain, nurse and help our loved ones. You are awesome."

"My gratitude to the entire Goodwin House family for the thoughtful, considerate and safe care you are providing to our most precious possessions, our parents. With my father in memory care and my mother in independent living, our normal has changed dramatically. The mail brought tears to my eyes when I received a photo and note from my dad, something I did not think was possible without help. But help and creativity was provided by staff and I am so grateful. Thank you to all for the care and kindness from our family to yours."

Goodwin House Supports You

You're doing everything to support residents, members and each other through these challenging times. And it's important to us that you feel equally supported by Goodwin House. Please know that the following programs are available to you and your families during this time.

Need-Based COVID-19 Foundation Grants

Through the Foundation's Staff Support Fund, we offer need-based grants for staff members who are struggling with critical needs such as overdue bills, childcare expenses and transportation costs. The maximum amount is \$500. Grants are confidential. To be considered for a grant, you must submit an application. Applications are available on the [Staff Update page](#).

The GH Store – Grocery Assistance

The GH Store is now open! Offering basic food and cleaning staples, the GH Store is selling items at cost plus tax. Every staff member may shop at the store. Those who can afford it will pay full price. Those who need assistance may receive up to \$50 per order (max. \$100 per month) to help with costs. To order items, [fill out the form](#) on the Staff Update page and return it to HR by Mondays at 5:00 p.m. Orders will be available on Fridays from 1:30 p.m. to 3:30 p.m.

- GHA submit forms to Jeanne Hobbs jhobbs@goodwinhouse.org
- GHBC submit forms to Norma Lacayo nlacayo@goodwinhouse.org



Pay Differential for Staff

Goodwin House is providing additional pay to most staff members for the next six months, beginning on Thursday, April 29. The amount varies based on your job. You'll receive a letter with specific information on how this affects you. We refer to this as a "pay differential," and it is in addition to the special "Gratitude Gift" for all Goodwin House Employees.

To express our gratitude to all staff for supporting, honoring and uplifting our residents and each other during this difficult time, Goodwin House is providing a special gift to those staff members who remain on active status as of May 15. These "Gratitude Gifts" will be included in paychecks on June 3. These one-time Gratitude Gift amounts are \$400 for full-time staff, \$200 for part-time staff, \$100 for PRN staff and \$25 for our newest staff members.

During a time when many other organizations are reducing staff, lowering wages and reducing hours, we are pleased to be able to offer you these additional supports. Thanks for all that you do!

*We are committed to keeping residents and staff healthy.
Thank you for your efforts to keep our community infection-free.*



Infection Precaution