

Staff Update | December 2, 2020

www.goodwinhouse.org/staffupdate

Update on COVID-19 Cases as of Wednesday, December 2:

GHA	GHBC
Residents: 0 resident cases	Residents: 1 resident case
Staff: 8 staff cases, 0 pending test results to return to work	Staff: 1 staff case, 1 pending test results to return to work

Message of Gratitude

This message of gratitude came from a GHBC resident, thought we know that residents at both GHA and GHBC feel the same:

"We are so thankful for all you do to keep us safe and well. The staff has been overwhelmingly helpful and cheerful during this long period of diminished opportunities and increased responsibilities. We appreciate every smile and friendly wave."

Share the Love! And Enter to Win a Gift Card!

We want to hear from you! We are thrilled that we made The Washington Post's list of Top Workplaces, and even more pleased that we placed in the Top Ten! We are planning a fun celebration and we need your help. Please provide HR with the top three reasons you love working for Goodwin House. All staff who submit their "Top 3" list will be entered into a drawing for a \$50 Amazon gift card. There will be a total of three winners.

To make participating easy, all you need to do is email your "Top 3 reasons you love working for Goodwin House" to hr@goodwinhouse.org. Staff who do not have easy access to email can simply fill out the attached form and leave it for HR at the Reception Desk.



Free COVID-19 Testing in Alexandria This Month

The City of Alexandria is offering free testing for COVID-19 on select dates this month. This is a great opportunity if you have loved ones in the area who want to be tested. Following the Thanksgiving holiday and with rising case numbers across the country, it's more important than ever to take advantage of every resource we can to slow the spread of COVID-19. Full details are attached, and also available on the Staff Update page. www.goodwinhouse.org/staffupdate

Go Paperless and Get Your Information Sooner!

Did you know that you can access your pay statements online? Did you know you can also access your W-2 days before it arrives in the mail? Save paper and time by going paperless today! It's easy and safe. Follow these quick steps:

1. Log into www.workforcenow.adp.com
2. Select Myself > Pay > Pay Statements
3. Click "Go Paperless" on the Right
4. Select Your Preferred Settings for Paperless Delivery Options

Go Paperless

Save time, trees and clutter!

- View your electronic documents online
- Access them securely at your convenience
- Get notified by email when they become available

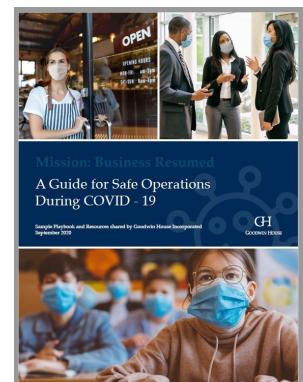
[GO PAPERLESS](#)

Honoring Acts of Service—Ceca Award Honorees

This week, we'd like to recognize Monica Santos, RN at GHA and this quarter's Ceca Nominator Honoree. This award is given to someone who devotes time and effort to making thoughtful and thorough Ceca nominations. We recognize them for their support of other employees and the Ceca program. Monica received the award after submitting several lovely nominations for her colleagues recently. We join GHA in extending our congratulations and gratitude to Monica for her thoughtfulness and support of fellow colleagues. Thank you, Monica!

Our Playbook Helps Our Community—and Country

People and organizations both regionally and throughout the United States have downloaded our COVID-19 Playbook. That means the work you did to help establish our protocols is helping people in our region and across the country. Our playbook includes protocols for resuming operations and templates for signage and communications that can be adapted to any organization. It's not just other senior living communities who have taken advantage of this resource. Facilities for the Cities of Fairfax and Manassas, a specialist from INOVA Health Systems, Crowell and Moring law firm and Toyota Motor North America are just a few organizations outside of senior living who have downloaded our Playbook.



Dance away! Charity Ampong and Comfort Boateng had some fun during GHA's latest round of staff COVID-19 testing.

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



Infection Prevention