



STATE OF CONNECTICUT
DEPARTMENT OF MENTAL HEALTH AND ADDICTION SERVICES
A Healthcare Service Agency

NED LAMONT
GOVERNOR

MIRIAM E. DELPHIN-RITTMON, Ph.D.
COMMISSIONER

MEMORANDUM

To: DMHAS Staff
From: Miriam E. Delphin-Rittmon, Ph.D.
Date: March 18, 2020
Subject: DMHAS COVID-19 Staff Update #3

Thank you for all your hard work and dedication in the midst of the current pandemic. I appreciate all of your patience as things continue to evolve our administrative processes and clinical services.

The Office of Policy Management and the Department of Administrative Services has issued updated guidance for state employees regarding absences, requests to telework and/or changes in work schedules due to COVID-19 (attached). Timesheet codes related to COVID-19 are included in the accompanying attached memo as well.

As a reminder, staff should not report to work or should telework if approved by the agency if:

- Staff is caring for a family member who is sick with COVID-19; or,
- Staff has COVID-19 or is experiencing COVID-19 like symptoms; or,
- Staff is returning from an area with a Level 3 Travel Advisory issued by the federal Centers for Disease and Control and Prevention; or,
- Staff has been directed by a medical provider or government official to self-monitor at home due to potential COVID-19 exposure or employee's underlying medical condition.

Additionally, the Office of Early Childhood is working with child care providers across the state to prioritize child care for health care workers and first responders. Health care staff and first responders in need of child care as a result of school closures and other disruptions resulting from the COVID-19 outbreak should call (860) 756-0864 to be directly connected to 2-1-1 Child Care to find child care available in their area.

Please contact your human resources representative if you have questions related to the attached information.

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