From: <u>UAB Human Resources</u>
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Subject: UAB Re-entry to Campus Dashboard Date: Thursday, May 21, 2020 10:12:53 PM

Web Version



As we move to Modified Business Operations beginning May 26, we are excited to share with you the **Re-entry to**Campus Dashboard App for Org Admins, which will facilitate the safe transition of employees to campus that UAB leadership has outlined in the Guide to Re-entry. The dashboard will automate functions such as training and health screenings, as well as create accurate records that will enable us to quickly and effectively respond to future operational scenarios.

The Re-entry to Campus Dashboard provides the infrastructure for employee data-management needed now and for the future. It is a living document that must be continually updated to reflect changes in the individual employee's status, subsequently providing a current snapshot of the workforce and the status of compliance measures in real time.

Data entered into the dashboard app will be used to assign the re-entry training (COVID-19: Basic Safety and Awareness Course) which includes the <u>UAB Healthcheck</u>, a COVID-19 assessment tool symptom and exposure tracker, in the Campus Learning Management System (Docebo). The dashboard's automated, color-coded indicator (coming soon) will display whether or not the employee is "in compliance" by having completed the training and the <u>UAB Healthcheck</u> within the specified time period.

In his letter to campus, President Ray Watts noted the need to gradually bring individuals back on campus and "preserve the health of our university community and Birmingham." The Re-entry to Campus Dashboard will help ensure our success by simplifying and streamlining documentation that promotes compliance with guidance for reentry and expectations for future operations.

## **Nest Steps**

To get started, we ask that the Org Admins enter information in the Re-entry to Campus Dashboard App to identify who will be included in Phases 1 and 2. Once entered, within 72 hours the training will be pushed to these employees to prepare them for their return to campus. They will also be asked to complete the UAB Healthcheck and comply with the regular updates. As additional information is entered for Phases 3 to 5, training will be released in advance of the start of subsequent phases, as the time approaches for re-entry.

Please review the <u>Re-entry to Campus Dashboard Instructions</u> for more details. As the dashboard and evolves, we will provide updates to ensure you remain aware of its enhanced features.

HR is developing a template to support the re-entry guide to assist in preparation of your operational plan.

If you have any questions, please don't hesitate to contact us at <a href="https://humanresources@uab.edu">https://humanresources@uab.edu</a>.



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