

Special Edition

The Health & Safety Minute

A weekly update
for FM employees

UVA Facilities Management—Occupational Programs

04.17.2020

This edition of the Health & Safety Minute focuses on your mental wellbeing & that of those around you. In only a short time, COVID-19 has had a major impact on the world, leaving everyone unsure of what comes next. Eventually life will go back to normal. Until then, your care and cooperation is needed. Thank you for your hard work and support of your teams and colleagues.

Be a Respectful and Empathetic Coworker

- **Attempt to understand** what each person is dealing with at work and at home
- **Stay in touch** daily
- **Offer help** to others at every opportunity
- **Be forgiving and patient**
- **It is ok** to not be perfect
- **Share resources** and self-care ideas
- **Express your appreciation** when people join a meeting, finish a task, or reach out to offer support.
- **Ask for help** if you need it. We are all doing our best.



By being a respectful coworker during this challenging time you can show you care by taking time to understand the world of others, staying in touch, and offering support. If we do, we may just come out of the other side of this health crisis closer and more connected to our FM family.

FOLLOW BERNIE THE BEE

Bernie is UVA FM Occupational Health & Safety's official mascot created by the HSPP Safety Committee. Follow him at the accounts on the right in the coming days — he will be sharing funny content, useful content, and health and safety tips!

If you have any ideas or questions for Bernie, email him at

FM-OHS@virginia.edu



@BernietheBee



@BernietheBeeFM



@BernietheBeeFM

Practice

RESPECT: Although everyone is facing the same threat, not everyone is facing the same circumstances. With schools and daycares closed, parents are forced to juggle fulfilling their work obligations with caring for their kids. Others are cut off from family and friends, alone, working and living in complete self-isolation. Others are practicing face covering and social distancing, but trying to maintain any sense of normalcy at work. Reach out: Take a moment to check in and understand what colleagues are dealing with each day. Remember every day is different and your coworker who was 'OK' yesterday may not be OK today. If you have not already reached out to your coworkers, find out how they are coping, and how they need support. Source: <https://bit.ly/2yZ3xK2>

COMPASSION: Compassion is what motivates us to go out of our way to help our colleagues experiencing pain of any sort: physical, mental, or emotional. Compassion is linked to reduced anxiety and a greater sense of trust. It moves beyond empathy (“I feel your pain”) to action. A Mr. Rogers quote cited often is “*When I was a boy and I would see scary things in the news, my mother would say to me, ‘Look for the helpers. You will always find people who are helping.’*” The helpers, our neighbors & our coworkers, are practicing compassion and moving out of their comfort zones to provide comfort—even socially-distanced.

See UVA Faculty & Employee Assistance Program’s (FEAP) Compassion toolkit here: <https://uvafeap.com/services/compassion/>

CIVILITY: Be a good role model at work—do your best work you can do on that day, and don’t beat yourself or others up over mistakes. Assume that your colleagues are doing the best they can as well. **Don't engage in negative gossip.** Or better yet, flip it on its head: Think of examples of what you feel proud about at FM. Start morning (virtual) huddles with positive “gossip” and **reinforce the values and behaviors you cherish through story-telling.**

SELF-CARE: Maintain your routine. Eat well. Stick to a sleep schedule. Stretch and meditate. Try to get your steps in. Facetime your friends & family. Avoid alcohol and drugs. Visit the UVA FEAP site for resources: <https://uvafeap.com/>, as well as the FM Intranet site for employees: <https://www.fm.virginia.edu/employees/intranet/covid.html> (To access from a non-FM device: Your username is your computing ID & password is your FM computer login password.)

AWARENESS: Hazards on jobsites are still there. **Complete Job Hazard Analyses and report unsafe conditions:** FM-OHS@virginia.edu



Resources for Working with Uncertainty

- **UVA FEAP:** <https://uvafeap.com/>
- **FEAP on the Fly: Cultivating Resilience in a Time of Anxiety & Uncertainty:**
<https://uvafeap.com/wp-content/uploads/sites/12/2020/04/AnxietyResilienceFlyer.pdf>
- **CDC: Managing Stress & Coping:** <https://www.cdc.gov/coronavirus/2019-ncov/daily-life-coping/managing-stress-anxiety.html>
- **UVA FM COVID-19 Communications:**
<http://bit.ly/UVAFMCOVID-19> To access from a non-FM device: Your username is your computing ID & password is your FM computer login password.
- **Resources for FM Employees:** <http://bit.ly/UVAFMCOVID19>
Includes links to:
 - What to do if you're sick
 - Info on pay & leave
 - Caregiving options
 - Medication resources
 - Help with food or money to cover bills and expenses
 - Resources for diapers, wipes, or formula
 - Help with homeschooling
 - Internet access
 - Counseling/recovery
 - State resources
 - Small business loans
 - Work from home resources
 - COVID-19 fact sheets in multiple languages
 - Where to donate
 - Voting
 - Distractions & entertainment



6 Ways

To protect your Mental Health

as we Slow the Spread



Take deep breaths, stretch and meditate



Get plenty of sleep



Eat well



Exercise regularly



Talk to friends



Avoid alcohol and drugs



Source: <https://bit.ly/2UF3k7h>

CONTACT US



Laura Duckworth

Director, Occupational Programs
ld6pq@virginia.edu
(434) 305-0389



Bobby Putrino

OHS Program Manager &
Acting OHS Associate Director
rq4ny@virginia.edu
(434) 906-7354



Narges Sinaki

Health & Safety Compliance Specialist
ns4xq@virginia.edu
(434) 981-6127



Bonnie Hockins, OHST

Occupational Health & Safety Technician
bh4bx@virginia.edu
(434) 270-9577

The OHS main number (**434-297-6379**) and email (**FM-OHS@virginia.edu**) are active and will be answered during business hours. *If there is no answer when you call, leave a message and your call will be returned promptly.*

IMPORTANT OHS LINKS:

- **OHS Homepage:** <https://www.fm.virginia.edu/depts/ohs/index.html>
- **Safety Shoe Request link:** <http://bit.ly/FMOHSprog> (under Red Wing Shoe Program)
- **NOMINATE a Safety Champion:** <http://bit.ly/SafetyChamps> (at top)
- **NEAR MISS FORM:** For incidents or near-incidents that did not result in injury/first aid:
<http://bit.ly/FMNearMiss>
- **INCIDENT REPORTING FORM:** For incidents resulting in an injury/first aid:
<http://bit.ly/FMAccidentRpt>