
INTEROFFICE MEMO #3525

To: All W&F and A4 Access
From: Administration
Date: March 23, 2020
RE: Coronavirus Update – Essential Business

Each day brings about further awareness, further anxiety, and additional changes in this ever changing environment we are in. We know this is a difficult time for you and your loved ones. Wright & Filippis is taking all of this with a heavy heart and trying to make all the necessary adjustments to meet employee expectations, state and federal expectations and business necessity conditions. We know, in the end, not everyone will be happy with all the decisions.

In response to Governor Whitmer's Executive Order 2020-21 our business is deemed essential:

Please see the link if you have any questions in relation to how our business applies. This is confirmed at both state level as well as federal level through the Department of Homeland Security.

<https://www.aopanet.org/2020/03/guidance-on-operation-of-op-businesses-during-state-or-local-restrictions-related-to-covid-19/>

<https://www.cisa.gov/publication/guidance-essential-critical-infrastructure-workforce>

We are currently working on options that will be discussed with each manager for each facility or department independently in relation to staffing levels. Please continue to be patient as we continue to work through situations that will impact each of our 22 patient care facilities and corporate departments differently.

Air travel restrictions:

Effective immediately- any employee that chooses to travel via air (during this state and federal emergency) will not be allowed to report back to work for 2 weeks after returning home. You may choose to use your PTO or go unpaid for this 2 week period. You will not be allowed to have your PTO go negative.

