



Now is the time to take action to protect vulnerable populations and the community at large

Dear City Employee,

The next few weeks will bring some of the greatest challenges yet in our fight against COVID-19 (Coronavirus). The City is securing more beds to protect vulnerable populations, health care workers and first responders, as well as expanding the Emergency Operations Center (EOC) and our services for at-need communities.

We are incredibly proud and grateful for the thousands of dedicated City employees who are providing essential services or performing Disaster Service Worker (DSW) assignments. The City recognizes the critically important work of our on-site essential employees and deployed DSWs with new benefit programs. Please see this link for information on these special leave provisions: www.sfdhr.org/COVID-19

It is important to remember that all City employees are Disaster Service Workers (DSWs). As a DSW, you cannot refuse a DSW assignment when your department contacts you. Please refer to the Employee Notice – [COVID-19 Disaster Service Worker Assignments and Employee Leave](#) for more information. In addition, employees may volunteer for a DSW assignment. If you are interested in doing so, please complete [this survey](#).

Thank you again to all of you who have stepped forward to serve in this time of need.

We are grateful for your public service each and every day.

Be well,

Micki Callahan

Human Resources Director

In this newsletter, you will find

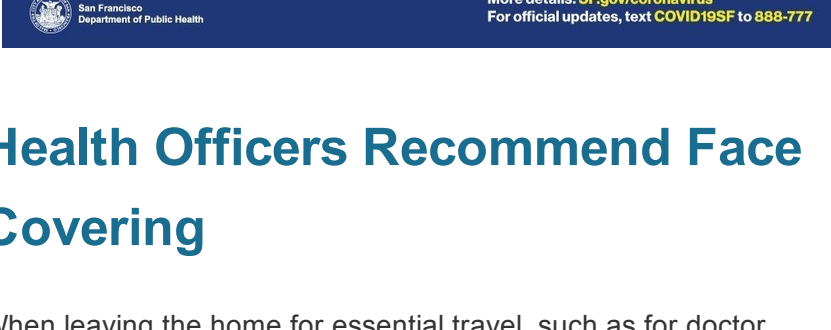
- [Health Officers Recommend Facial Covering](#)
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Health Officers Recommend Face Covering

When leaving the home for essential travel, such as for doctor appointments, grocery shopping or pharmacy visits, cover your mouth and nose with a facial covering. Consistent with [new guidance from the California Department of Public Health](#), Bay Area health officials are now recommending using a protective facial covering when in public.

N-95 and other medical masks should be reserved for our health care workers working in a clinical setting and first responders.

What you need to know:

- Simple cloth facial coverings such as bandanas, fabric masks and neck gaiters are acceptable for this purpose. Fabric covers and bandanas should be washed and re-used.
- It's a good idea to wash your cloth face covering frequently, ideally after each use, or at least daily. Have a bag or bin to keep cloth face coverings in until they can be laundered with detergent and hot water and dried on a hot cycle.
- If you must re-wear your cloth face covering before washing, wash your hands immediately after putting it back on and avoid touching your face.
- Discard cloth face coverings that no longer cover the nose and mouth, have stretched out or damaged ties or straps, cannot stay on the face, or have holes or tears in the fabric.

Most importantly, remember that facial coverings are most effective in combating COVID-19 when used in **addition** to social distancing practices, not as a replacement.

Priority Testing for First Responders and Health Care Workers

The City has announced the opening of CityTestSF, a new dedicated COVID-19 testing facility located at Pier 30-32. The new drive-through/walk-through COVID-19 testing site for Police Officers, Firefighters, Sheriff's Deputies, 911 Dispatchers, health care workers and City employees on the frontlines fighting the pandemic will launch in partnership with Color and Carbon Health, allowing for a significant expansion of testing.

The facility began testing first responders with an appointment on Monday, April 6, 2020. This site will steadily increase capacity and will be able to conduct 200 COVID-19 tests per day by the end of the week. Testing has been prioritized for first for San Francisco first responders and City health care workers with symptoms of COVID-19. The City will launch an online system for eligible frontline employees to sign themselves up for testing directly by the end of the week.

First Responders include the following:

- 911 operators
- Police officers and sheriff's department
- Firefighters

Healthcare Providers include the following:

- Physicians
- Nurses
- Respiratory Therapists

To find out more about priority testing and frequently asked questions, visit SFHSS's [CityTestSF page](#).

Expanded Health Order and What It Means for You

Health officers from seven Bay Area counties have extended the shelter-in-place order until May 3, 2020.

Here are five changes that impact you.

- Physical distancing requirements are mandatory.** Stay at least six feet from anyone who doesn't live with you.
- Fenced dog parks are closed.** Open spaces that allow dogs, such as Crissy Field, are open.
- You cannot use any shared recreational facilities,** such as golf courses, tennis courts, basketball courts, and climbing walls.
- You cannot play sports that share equipment,** such as frisbee, basketball, or soccer, with anyone who doesn't live with you.
- Essential businesses such as grocery stores, banks, and pharmacies can remain open,** but must stop running the parts of their operations that are not essential.

[Read the full health order.](#)

Well-Being During COVID-19



Week 1 – Mindfulness

As we all do our part to stay home to stay healthy, the SFHSS Well-Being Team wants you to stay connected and motivated with a reliable resource guide to help support you and your family's wellness journey at home.

Practice self-care with us each week as we highlight a new area of wellness to focus on from our extensive resource guide. You can do anything for a week, so give it a try!

The team has researched resources and we will be sharing the best of the best with you on Facebook with daily well-being activities that you can do from home. Join us and let us know what you like or what we should try next!

This week is all about Mindfulness. Practicing mindfulness can help reduce stress and anxiety, while improving your emotional well-being. You can practice mindfulness alone or with your family. Mindfulness helps you develop a conscious awareness of your thoughts and feelings, which helps you better understand your emotions and cope with stress to support and improve your overall well-being. Below are a few resources to get you started.

- Practice Wellness while at home
- Self Care and Your Well-Being
- A Dose of Daily Togetherness

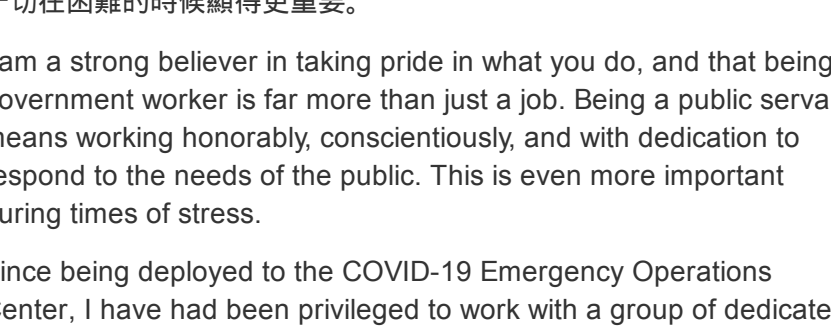
OR, if you need a little structure and enjoy being connected like us, then join us on our Facebook page for daily Mindfulness activities this week that we can all practice together!

For more support and information check our entire resource guide here: [Well-Being COVID-19 Resources](#).

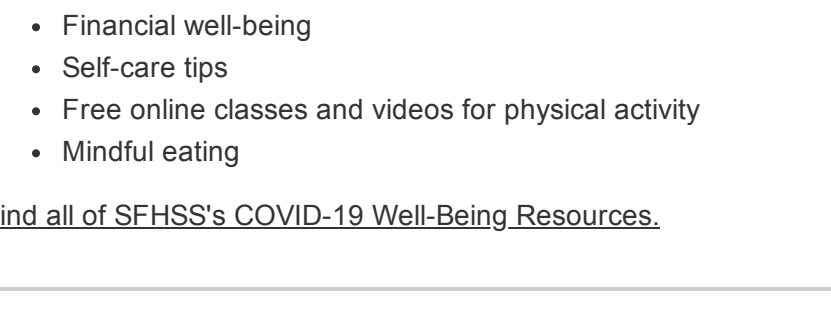
Emergency Child Care Centers for Health Care Workers and DSWs

San Francisco's [Department of Children, Youth and Their Families](#) is operating [emergency child and youth care centers](#) for children of front line workers responding to COVID-19. Emergency Child and Youth Care services will safely provide recreation, learning, and food to children. [This service](#) is currently available for San Francisco-based hospital staff, employees of the Department of Public Health, and City employees who are activated Disaster Service Workers.

[Find out more.](#)



Sign Up for a Library Card to Access Free eResources



San Francisco Public Library offers free digital development courses through Gale Courses and Lynda.com, languages through Rosetta Stone and more. Additionally, it is your gateway to millions of free eBooks, digital newspaper and magazines, streaming kids films as well as recent audience favorites.

Need a library card? All San Francisco residents may now apply for a Temporary Digital Access Card using the [online application form](#).

Employee Resources During COVID-19

Employee FAQs

We've gathered the most commonly asked questions regarding employment and the COVID-19 public health emergency into a single handy reference tool for you. Looking for answers about **using sick leave** or **how DSW appointments work**? Visit DHR's [COVID-19 FAQs page](#).

Disaster Service Worker (DSW) Update

To date, over 800 requests for DSWs have been submitted to the Emergency Operations Center in response to the COVID-19 public health emergency. The need for DSWs will grow in the next 1-2 weeks. Please fill out our [City Worker Skills Survey](#) to help the City respond to this crisis.

CCSF Employee Spotlight

Who: Ray Law, Associate Director of Enforcement and Outreach, Office of Cannabis

Role:

我非常相信人是要敬業樂業。對我而言，作為公務員遠不只是一份工作。這份工作需要以正直、認真的態度，持之以恆地為公眾服務。這一切在困難的時候顯得更重要。

I am a strong believer in taking pride in what you do, and that being a government worker is far more than just a job. Being a public servant means working honorably, conscientiously, and with dedication to respond to the needs of the public. This is even more important during times of stress.

Since being deployed to the COVID-19 Emergency Operations Center, I have had been privileged to work with a group of dedicated public servants who have stepped up to serve all of San Francisco's diverse community during this challenging time.

Read of the Week

Adjusting to the "new normal" can be difficult for many, but practicing self-care can help us through the constant changes. The [City's Health Service System \(HSS\) Well-Being Team](#) provides a wealth of resources and tips to help you and your family during the pandemic, including:

- Financial well-being
- Self-care tips
- Free online classes and videos for physical activity
- Mindful eating

[Find all of SFHSS's COVID-19 Well-Being Resources.](#)

Stay Connected through the Department of Human Resources

Whether you are onsite reporting for essential work, deployed as a Disaster Service Worker or sheltering-in-place, the Department of Human Resources is here to provide you with key information and helpful resources.

- Need individual confidential telephone counseling?** Contact the [Employee Assistance Program](#).
- Find out the **latest updates** through [DHR's COVID-19 page](#).

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Critical Links

- [Sfgov.org](#)
- [SF DHR COVID-19](#)
- [SF Department of Health Coronavirus Facts](#)
- [SF72](#)
- [Centers for Disease Control and Prevention](#)
- [SF DPH Nurse Triage Hotline](#)
- [SFMTA](#)

Other Updates

San Francisco Unified School District

Mayor London N. Breed has announced a partnership between SFUSD and national nonprofit organizations EducationSuperHighway and the 1Million Project Foundation to provide connectivity support for thousands of students in San Francisco who lack home internet access, including the deployment of up to 25 WiFi "SuperSpots."

[Find out more.](#)

SFMTA

In order to maintain service levels to provide social distance, SFMTA is focusing available resources on the lines that most critically serve essential trips. This means temporarily reducing Muni service, and prioritizing routes in most critical need during the pandemic. Changes to Muni service are being rolled out in phases this week. [Find out more details.](#)

[Sign up for SFMTA emails](#) regarding its COVID-19 response and service updates with explanation of changes.