



## Continued Employment

During this crisis situation Community Care Durham continues to maintain essential services for our clients which includes Personal Support Services and Meal Delivery. These are most important services to assist our clients in remaining safe at home.

We also recognize the need to provide our staff with reasonable alternate work arrangements to assist in child care and to maintain regular income; however, we are not able to accommodate all requests. We have taken measures to redeploy staff into other positions to avoid layoffs.

As we continue to monitor our client's needs we ask that all staff be flexible in the work they perform and make the necessary arrangements to work at various office locations to assist where our needs are greater. This will require that staff who are working from home come into the office when requested.

If this is not feasible due to personal issues, staff will be provided the option to use any entitlements such as sick, vacation, lieu time or float days and may continue to apply for Employment Insurance Benefits.

Please speak to your Manager to further discuss these options.