

## **Subject Line: Weather Alert Information for Aria – Jefferson Health Employees**

We have been actively monitoring the National Weather Service forecast for the Philadelphia area. At present, the region is expecting accumulation from 2 to 6 inches through Thursday.

### **Our Commitment to Patients and Employees**

Throughout the weather event, it's our mission to provide seamless, exceptional care to our patients remains with hospital operations continuing as normal. Equally important is providing support and resources to our hardworking, dedicated team members who will be working during the storm to care for our patients. Outlined below are the steps we are taking to prepare for the storm and manage the needs of patients and employees.

### **Staffing**

Aria – Jefferson Health has a unique responsibility to maintain essential operations and continue to fulfill our daily mission of providing exceptional care to every patient, every time. This is particularly important during this time of inclement weather and high patient volumes at all hospitals. All staff members are expected to make every effort to report for work.

Employees who work in non-emergent departments should speak to their managers about the possibility of being reallocated to areas of high priority. Please reference the Staff Designation Color Chart located within the policy in the event an emergency declaration is made to determine your department's priority. Please stay in touch directly with your supervisors and/or managers and allow yourself extra time to safely arrive for your scheduled shift.

### **Plant Operations/Transportation**

Our Plant Operations and Maintenance (POM) team members will manage snow removal and salting to ensure safe operation of all Aria facilities. We encourage staff to make transportation arrangements and car pool. If you can volunteer to provide transportation to fellow team members, please contact your supervisor and/or managers.

For those who rely on public transportation, please refer to SEPTA's Winter Weather page for updates on regional rail and bus routes: <http://www.septa.org/service/winter/index.html>.

### **Communication**

We will continue to provide updates via email, as well as through postings on the home page of our intranet site (<https://intranet.ariahealth.org/>), accessible internally as well as from outside the organization. In addition, we have operationalized the Weather Hotline (215-612-4106) so that our team members can check in by phone for the latest updates.

Please also refer to the Disruption to Business Operations policy attached here (and located on the Policy Manuals page via the intranet) for further information and to reference the Staff Designation Color Chart, which specifies the need for the reporting of additional essential employees in the event an emergency declaration is made.

If you have any additional questions, please contact your manager.

Thank you and please travel safely.