



From the Desk of the Director: COVID-19 Update

Dear colleagues,

Under these unprecedented circumstances, all of us have had to adjust to continue working on behalf of Rhode Islanders. The COVID-19 pandemic has touched many aspects of our daily routines: from where we work and how we communicate with our colleagues, to the tasks we must complete in order to assist the State's response to this public health crisis.

Your continued dedication in recent weeks has been critical in meeting the challenges posed by COVID-19. However, we do recognize that some of your daily responsibilities may be on pause or delayed. In addition to working on long-term projects and continuing to complete mandatory trainings, we are pleased to offer a few additional resources and activities that can assist you as you work from home or adapt your daily routine.

Beacon University

Beacon Mutual Insurance Co., which administers the State of Rhode Island's workers' compensation program, offers online courses, some of which are related to COVID-19. Among the available courses when you click on the "healthcare" tab are:

COVID-19: A Pandemic Response

This course features important tips on social distancing, steps to avoid exposure, how to react to infection, and maintaining good mental health during times of uncertainty.

Hand Hygiene

Germs are the disease- and infection-producing microscopic agents that live everywhere. Germs can enter your system and make you – and those you encounter – sick. This course covers proper hand hygiene, when to wash your hands, and how to wash your hands to prevent the spread of disease-causing germs.

Emergency Communication in the Workplace

Are you ready for an emergency? This course focuses on knowing how to communicate during an emergency, how to effectively report an emergency, and how to overcome communication barriers.

Eight Tips for Working from Home

Identify your current strengths and weaknesses, and learn strategies to increase productivity when teleworking.

To register or log in, click [here \[r20.rs6.net\]](https://www.r20.rs6.net).

2020 Census

April 1st is designated as National Census Day to serve as a reminder to complete the once-every-decade count of everyone in the United States. With more of us working from home during the COVID-19 pandemic, now is a great time to take a few minutes and complete the 2020 Census at [my2020census.gov \[r20.rs6.net\]](https://my2020census.gov).

The Census determines how much federal funding Rhode Island receives for things like health care – even during this public health crisis. So please do your part and be counted!

401GIVES

Today is also 401GIVES Day, a call to action to support our nonprofit community with donations during a time of strained resources. Despite the challenges, nonprofits continue to find innovative ways to fulfill their missions and serve Rhode Islanders in their time of need. If you're looking for another way to give, visit [https://www.401GIVES.org \[r20.rs6.net\]](https://www.401GIVES.org) and consider making a donation to the nonprofit of your choice.

Thank you for all that you do for the State of Rhode Island.

Sincerely,

A handwritten signature in blue ink that reads "Brett Smiley".

Brett Smiley
Director
R.I. Department of Administration