



COVID Update: Your Rights & Responsibilities

We at ABLE are committed to keeping you and your family safe. No exceptions. With the recent surge of infections, regulations have been tightened in MA and RI. Employers, including ABLE, must protect all employees from contaminating each other. This includes social distancing, wearing masks and frequent hand washing with soap and water.

Visiting our office: You will need to schedule an appointment to visit our office. No walk-ins, please. Also, you may not come in if you have been exposed to the coronavirus or if your temperature is above 100° F.

If you are exposed at work or elsewhere, call us right away: We now know that, after exposure to COVID-19, symptoms may take 2-14 days to appear. If you have been exposed to someone with COVID-19, BEFORE you report to work:

1. Notify ABLE and your on-site supervisor.
2. ABLE will direct you to a COVID testing site, unless a doctor has scheduled an appointment for you.
3. Sign and return the ABLE sick leave authorization immediately and if needed each subsequent week.
4. Isolate yourself at home until you are tested virus free. No parties or family reunions!!
5. Email or fax the test result to ABLE **as soon as** you receive it.
6. If your test is negative, call your recruiter at ABLE to see when you can return to work.
7. If your test is positive, you will have to stay isolated until you can submit a negative test.

Paid Sick Leave

If you must isolate yourself at home, you may be eligible for paid sick leave. The Family First Coronavirus Response Act (FFCRA) provides up to 80 total hours for absences related to COVID-19. In order to qualify, all weekly sick leave authorization must have been received by ABLE

If you are not eligible for FFCRA paid leave, but you have worked for ABLE Associates for 90 calendar days or longer, you may have regular accrued sick leave. (You can see it on your paystub.) Your recruiter will be able to compute your leave status. If you have no FFCRA sick leave, accrued regular sick leave, depending on the circumstances, you may be able to apply for unemployment. If none of these apply to your situation, the mandatory leave may be unpaid. Your recruiter will be able to review your options with you.

Keep in Touch

Please keep us at ABLE updated and share your concerns. For our part, we are watching the pandemic and studying the best practices to keep everyone safe. We will keep you updated with all the new best practices and updated regulations. Together we can help to make healthier communities and workplaces.



Dora Botelho, SR Recruiter & CHASO
(COVID-19 Safety and Health Officer)