



SAFETY SERVICES
WORKERS' COMPENSATION
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MEMO

From: Gabriella Renteria, Risk Manager

To: Human Resources/Workers' Compensation Contacts

Date: March 17, 2020

As you are all aware, UC Davis has implemented numerous safety precautions in light of COVID-19. One of these precautions is social distancing, which means that for many departments, including Workers' Compensation, staff will be working remotely. We are maintaining full operations and will use all available technologies (e.g., email, Zoom, Skype) to ensure that service to the campus community continues uninterrupted.

However, these measures will temporarily affect how employees receive documentation regarding Workers' Compensation claims. Effective immediately, all documentation typically sent to employees via campus mail will instead be emailed directly to employees at the email addresses we have on file. All such emails will be encrypted; recipients will be sent a one-time passcode to open the emails and their attachments, and the code will be active for a maximum of 12 hours. Employees should be advised that security settings may cause these emails may be automatically moved to their "junk" or "spam" folders.

Please note that when normal campus operations resume, these documents will be sent to employees via campus mail.

For questions, please email Yemi Olowoyeye at ioolowoyeye@ucdavis.edu.