

SOLUTIONS

Return-to-Work Solution

As an organization, you have had to quickly shift and adapt to the changing global circumstances, and are now being asked to plan and organize for the safe return to work for employees. The reopening of offices is fraught with challenges and risks. How do you create a workplace with the appropriate protocols and safety procedures in place to ensure that your employees are safe and feel safe coming back to work?

The Alchemer Return-to-Work Solution arms your organization with repeatable, trackable processes that employees can easily follow when returning to the office. Using these simple tools not only protects your company, but also helps employees feel safer because they know there's a routine in place to formally manage workplace safety.

RETURN-TO-WORK ASSESSMENT

Employees and on-site visitors complete the daily Return-to-Work self-assessment to know when they should stay home. If approved, an email confirmation provides verification for office access at reception. Admins can record temperatures into the assessment before approved employees and visitors enter the office.

DESK RESERVATION

To create healthy and productive work environments, employees can reserve desks for scheduled dates. Available reservations can be restricted to daily limits. Employees receive email confirmations and have the ability to modify or cancel reservations.

VISITOR REQUEST

Visitors, vendors, and contractors may require office access. Employees can submit a request, which includes a workflow with pre-configured approval process and email notifications to maintain a safe workplace. All visitors are also requested to complete the Return-to-Work Assessment.

Daily and cumulative reports enable you to track who is at work on what date, where they're working, and how everybody is doing. Plus, all of your data is safeguarded, as well as GDPR and CCPA compliant.



SAFELY AND EFFECTIVELY ORGANIZE THE REOPENING OF YOUR OFFICES

The Alchemer Return-to-Work Solution helps you create productive and healthy work environments, while reassuring employees that there is a defined process for maintaining safety.

**Learn more by calling
800.609.6480.**

The Alchemer Return-to-Work Solution Offering

The Return-to-Work Solution is pre-configured with end-to-end workflows for desk reservations and check-in, return-to-work assessments, and on-site requests for visitors or contractors. You can deploy it quickly, either straight out of the box, or configured to fit your specific needs. With the Return-to-Work Solution processes in place, employees will feel more confident returning to the office while simultaneously mitigating corporate risk.

Here is what's included:

Component	Description
Surveys	Pre-Configured Surveys: <ul style="list-style-type: none"> • Return-to-Work Assessment • Visitor Request • Desk Reservation
Workflows	Pre-Configured Workflows: <ul style="list-style-type: none"> • Each survey has a defined end-to-end workflow • Each workflow has email notifications configured to defined actions
Reports	Daily and cumulative reports for each survey
Thought-Leadership Guides	<ul style="list-style-type: none"> • Solution User Guide • Email and Branding Survey Guide • Survey Question/Quota Configuration Guide • Reporting Guide

FREQUENTLY ASKED QUESTIONS

Q. Can I brand the emails and surveys?

A. Yes, the solution is designed to be configured with your branding.

Q. Can I update the default questions or messaging?

A. Yes, the solution is designed to be configured to align with your specific data collection and messaging requirements.

Q. Is this a subscription cost?

A. No, the solution is a one-time fee due to the circumstantial nature of COVID-19.

Q. Do you offer training?

A. The solution comes with a user guide, and additional training can be added to your solution.

Call your account manager or 800.609.6480 to learn more.

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