



Employee COVID-19 testing information

All Clark employees who plan to work on campus this fall must participate in the University's COVID-19 testing protocols. Testing frequency is based on how often you will come to campus; results are typically available within 24 hours.

- Staff and faculty who will be working on campus regularly are required to be tested at the COVID-19 testing facility in the Kneller Athletic Center once they arrive at Clark, then every seven days
- Faculty and staff members who will only be visiting campus sporadically must come to the Kneller to be tested 48 hours before coming to campus for their business. They may only return to campus for their business after receiving a negative test result.

Schedule your arrival test and subsequent tests [here](#). When your test result is available, you will receive an email from CareEvolve@LKNotification.com.

By August 22 we expect to be able to provide you access to the CoVerified app, which will help us manage your test results and help you schedule your tests, among other features.

Return to work training

Clark is now offering an updated [Return to Work training](#) that educates our community about COVID-19 and also fulfills state requirements for employees to safely return to campus. This will help ensure a safe working environment and campus for all. In addition to completing this course, **employees returning to campus must sign [The Clark Commitment](#)** and be familiar with the "Guidelines for the Return of Employees to the Clark Campus" (links are provided in training module). The training link, along with registration instructions, are available on our

[COVID-19 resources webpage](#). Any questions should be directed out to Tony Penny, business manager, at apenny@clarku.edu.

PLEASE NOTE: If you have already completed the “Return to Work” training for the summer, you do not have to complete this training.

Clark Dining updates for employees

[Clark Dining Services](#) will continue to operate all locations, with some adjustments.

- Higgins Café has eliminated self-service. All stations will distribute meals in compostable containers. Only employees who purchase meal plans are allowed to use the Higgins Café. We are asking faculty/staff to *not* use the seating in the dining hall; seating capacity has been dramatically reduced to accommodate a safe environment, so having more seats available for student use is our current priority. If you would like to purchase an Employee 10-Block meal plan, [please visit the online store](#).
 - The Bistro now has two entrances. The “Lower Bistro” uses the traditional entrance located to the left of the elevator; this area will serve coffee, prepackaged items from the grill, prepackaged sushi, and some grab-and-go items. The Upper Bistro entrance is located to the right of the elevator, behind the stairs. This area will contain grab-and-go items. Sodexo also is planning to launch a “pre-pay” option on the Bite App. Once this is available, the Upper Bistro will be the pick-up location. Please continue to reserve seats in the Bistro for student use.
 - Employees with a meal plan are now able to use a board/meal to “swap” at Jazzman’s Café and the Den. Traditionally, a holder of a meal plan could only use Higgins or “swap” that meal for the equivalent meal at Bistro. This swappable option is now available at all locations. Please ask a Clark Dining staff member about what is swappable if you have any questions.
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Guidelines for events

Clark’s Virtual EMS (Event Management System) is not accessible for the 2020-21 academic year. Rather than in-person events, all in the Clark community are encouraged to hold programs, lectures, and meetings in a virtual format. Learn more about the guidelines and procedures for campus events and visits [here](#).

How are we doing?

The [Healthy Clark Dashboard](#) gives a daily report of the number of positive COVID-19 test results at Clark over the last seven- and 30-day periods, the number of students in isolation and quarantine, and information about cases in Worcester. Check it out for the most up-to-date statistics.

News from Staff Assembly

- Connect with your colleagues over a virtual lunch ([RSVP here](#))
 - Tuesday at noon: Open Community Lunch for All Staff
 - Wednesday at noon: Staff of Color Affinity Lunch
 - Thursday at noon: LGBTQIA+ Staff Affinity Lunch
 - Friday at noon: Open Community Lunch for All Staff
- Have questions or concerns? [Staff Assembly's feedback form](#) is always available.

Resources and opportunities

- Clark's Employee Assistance Program provides confidential, free assessments and referral services for legal and financial consultations, child care, crisis support, mental health treatment, lifestyle coaching, substance abuse treatment, and more. Visit [New Directions Behavioral Health](#); our company code is "Clark University."
- Learn about employment opportunities Clark by visiting the [Job Opportunities](#) page on the [Office of Human Resources](#) website.
- The [resources for employees](#) site features policies, office reopening guidelines, and a recording of the summer training for returning employees. The site also houses COVID-19 symptom checker and safety data sheets. New information is added frequently, so check back often.
- Visit [ClarkNow](#) for the latest news from campus, and check out where Clark faculty and staff experts appear [in the media](#).



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