COVID-19 Employee Symptom Attestation

Based on guidance from the Washington State Department of Health (DOH) the Office of Financial Management (OFM), and Governor Jay Inslee’s, Safe Start Washington Employer Requirements, WSU is implementing a system-wide COVID-19 employee attestation program beginning Monday, June 29, 2020. Employees will be required to attest they are not experiencing COVID-19 symptoms prior to returning to a WSU work location. This attestation will be required each day the employee is reporting to a WSU work location.

Starting on Monday, June 29, 2020, a COVID-19 Employee Attestation tile will be added to all faculty and staff members my.wsu.edu employee homepage. All employees reporting to a WSU work location are to log into myWSU and complete the attestation form. Instructions on completing the attestation form and FAQs are available here.

At this time, only employees directed to report to a WSU work location, in accordance with the WSU Employee Return to Work guide, are to do so. Many WSU employees continue to work remotely. Only employees reporting to a WSU work location will be required to complete the attestation. Completion is not required when on leave, or working from a non-WSU work location.

Managers/supervisors will be responsible for reviewing attestation reports to ensure all employees working from a WSU work location have completed the required attestation. Additional information related to reporting will soon be available on the Employee Attestation website.

If you have questions please refer to the COVID-19 Employee Attestation FAQs, or contact Human Resource Services at 509-335-4521, or hrs@wsu.edu.

July Limited Benefits Open Enrollment

In light of the COVID-19 pandemic, the Health Care Authority (HCA) and Public Employees Benefits Board (PEBB) are allowing employees to make some changes to their benefits. From July 1 through 31, eligible employees can enroll in medical coverage, add eligible dependents, and make changes to Medical FSA or DCAP elections for the remainder of 2020. Visit the HRS Limited Open Enrollment webpage for more information.
Updates for Workday testing
With the help of guest testers from the WSU community, End-to-End Testing (E2E) is coming to a close. The Modernization Team also is preparing for User Acceptance Testing (UAT). To learn about each phase of Workday testing, check out the blogs on E2E and UAT.

What’s new for training?
As Workday training approaches in October, monthly updates about training will be provided here. This month’s updates include information on recommended courses and the Workday trainers.

For questions, contact modhelp.wsu.edu.

Featured Online Training
Exploring Virtual Collaboration
Library ID: bs_dgt08_a01_enus
You'll learn the benefits of virtual collaboration when working with others, best practices for its successful implementation, and how to choose the right collaboration technology. You'll also learn how to avoid common mistakes when rolling out virtual collaboration. And you'll explore the key steps for leading and being a part of a virtual team.

Featured Online Book
How to Listen and How to Be Heard: Inclusive Conversations at Work
Library ID: 147322
For anyone who has ever felt their voice isn't heard at work, this is a guide on how to empower yourself and others to communicate with people who think, act, and experience things differently than you do, and do so with more confidence, candor, and authenticity.

Crimson Spirit Recognition
Cesar Munguia, student services coordinator/advisor 2 for Cougs Rise in the Office of Academic Engagement, received Crimson Spirit recognition. Visit go.wsu.edu/CrimsonSpirit to learn more about his dedication and exceptional service!

Nominate Someone for Crimson Spirit Recognition
Honor a Washington State employee with Crimson Spirit recognition. This special commendation is for WSU staff and faculty who have provided superior customer service. To submit a nomination, please visit go.wsu.edu/CrimsonSpirit.