

Managers and Supervisors: Please share this message with staff who do not have access to a computer at work and encourage them to visit the [employee portal](#) on ELI frequently for updates.

COVID-19 Updates & Resources – May 6

Mental health resources

This week is National Mental Health Week, Maternal Mental Health Week and Children's Mental Health Week, and the City has a number of resources to help you and your family cope with the uncertainty and anxiety caused by the COVID-19 pandemic.

Employee Assistance Program (EAP)

Professional counsellors are available by phone 24 hours a day, seven days a week, including statutory holidays. Contact the EAP by calling 416-392-6633.

EAP tip sheet

The EAP has created a comprehensive [tip sheet](#) to help us stay emotionally healthy and resilient during the COVID-19 pandemic. The tip sheet also includes information about free mental health services for City of Toronto frontline workers, including shelter and long-term care staff and first responders.

https://toronto.csod.com/clientimg/toronto/KB/Tips%20for%20coping%20with%20anxiety%20during%20COVID-19_Final_637205911975440299.pdf

Mental Health in the Workplace website

Resources and tools for City staff and managers are available on our Mental Health in the Workplace website, which is accessible anywhere to all staff at toronto.ca/workplacementalhealth.

Increased psychological benefits

Active CUPE Local 79, TCEU Local 416 - CUPE and non-union staff may now access \$1,000 per person per calendar year; expanded to include services provided by registered, licensed Master of Social Work practitioners and registered, licensed psychotherapists.

Green Shield Canada

Green Shield Canada (GSC), the City's benefits provider, offers a number of helpful resources. In addition to various mental health-related tip sheets, GSC offers [BEACON](#), a virtual mental health service providing therapy with a registered mental health professional, and [Mental Wellbeing](#), designed to help protect your mental health during the COVID-19 pandemic. Information about these services and more can be found on the [intranet](#) and on ELI at

https://toronto.csod.com/LMS/catalog/Welcome.aspx?tab_page_id=-67&tab_id=-1

Sick Leave and Overtime policies

Updated policies regarding sick leave and overtime during the COVID-19 pandemic are now available.

Sick Leave: [Intranet](#) / ELI

https://toronto.csod.com/clientimg/toronto/KB/Sick%20Leave%20Policy%20-%20COVID19_%20May%206%2C%202020_637243883151933884.pdf

Overtime Policy: [Intranet](#) / ELI

[https://toronto.csod.com/clientimg/toronto/KB/NU%20Overtime%20%20-%20COVID19 Revised%20May%206%2C%202020 637243883531216771.pdf](https://toronto.csod.com/clientimg/toronto/KB/NU%20Overtime%20%20-%20COVID19%20Revised%20May%206%2C%202020%20637243883531216771.pdf)

Ergonomics tip sheet

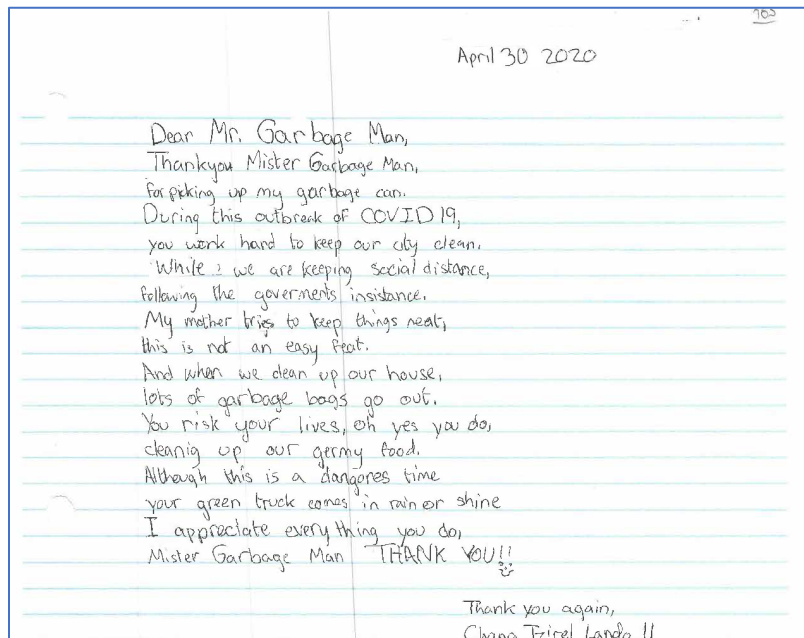
With many staff working from home during the COVID-19 response, a tip sheet to help set up an effective, comfortable and healthy workspace at home is [available](#).

[https://toronto.csod.com/clientimg/toronto/KB/Ergonomic%20tip%20sheet%20for%20working%20at%20home March%202020 637209326707004396.pdf](https://toronto.csod.com/clientimg/toronto/KB/Ergonomic%20tip%20sheet%20for%20working%20at%20home%20March%202020%20637209326707004396.pdf)

Celebrating our everyday heroes

We're looking for inspiring stories and shout outs about everyday heroes – our staff! Send your submissions to news@toronto.ca.

11-year-old Chana has a shout out for our Solid Waste colleagues! (Text below image)



Text of the poem:

Thank you, Mister Garbage Man,
for picking up my garbage can.
During this outbreak of COVID19,
you work hard to keep our city clean,
while we are keeping social distance,
following the government's insistence.
My mother tries to keep things neat,
this is not an easy feat.
And when we clean up our house,
lots of garbage bags go out.
You do risk your lives, oh yes, you do,
cleaning up our germy food.
Although this is a dangerous time,
your green truck comes in rain or shine

I appreciate everything you do,
Mr. Garbage Man THANK YOU!!

Everyday heroes online

The Celebrating our everyday heroes items that have been included in the staff notes to date are now available on the [intranet](#) and ELI. We have received many wonderful submissions and will add them to the online gallery as quickly as we can and include them in the daily note as space permits.

<https://toronto.csod.com/catalog/CustomPage.aspx?id=221000383>

Questions? Email: covid19staffsupport@toronto.ca / Information line: 416-338-0016

Useful resources

ELI (toronto.csod.com)

InsideTO (<http://insideto.toronto.ca/coronavirus/index.htm>)
toronto.ca/covid19