

# **EMPLOYER HOW-TO GUIDE**

#### A SIMPLE GUIDE ON HOW TO:

Talk to your employees about what they can do to be safe, stay informed, and help stop the spread of COVID-19 while they wait for their turn to get vaccinated.

As the rollout of vaccines signals a hopeful return to normal life, public health officials caution us that the pandemic isn't over. It's vital that we all protect ourselves - and others - until we've all had the opportunity to be vaccinated.

Visit bluekc.com/covid-19

## WHY THIS MATTERS TO YOUR EMPLOYEES?

Missouri and Kansas are now vaccinating people who are at least 16 years old. However, as employees wait their turn, they may have questions. As your partner in health, Blue KC is here to provide answers, tools and resources.

COVID-19 fatigue is real, but the experts urge us to not be complacent. In order to stop the spread of the virus, we must continue to wear masks, social distance, wash our hands, and stay home when not feeling well (unless needing medical care).

### WHAT EMPLOYERS CAN DO

You can help your employees do their part to help prevent the spread of the virus. You can arm them with information they need.

Ready to give your employees the tools and knowledge they need to help them remain vigilant and focused on staying healthy? We've made it easy for you with the **COVID-19 Safety & Vaccines Employer Guide**.

#### **KEY MESSAGING**

$\cup$	vaccine facts
0	How you can help stop the spread of COVID-19
0	What to do if you aren't feeling well

Coping with anxiety during the pandemic

Please visit our site to find timely and relevant information you can share with your employees: bluekc.com/covid-19.

#### ADDITIONAL INFORMATION

Access our blog to share content directly with your employees or through your company's intranet. Connect anytime at <a href="https://blog/health-wellness/#COVID-19">blog/health-wellness/#COVID-19</a>.

### **CAMPAIGN ACTION PLAN**

Blue KC looks forward to helping you keep your employees informed about continued COVID-19 safety protocols and the vaccines. We've made it easy for you to deliver the 3-week campaign and connect with them as they continue to work from home. Please also encourage your employees to monitor county health departments for enrollment portals, sign ups, and new information.

## WEEK 1

#### O EMAIL TO MANAGERS DOWNLOAD

This email tees up the COVID-19 Employer Guide by providing managers a snapshot of key campaign elements.



### EMAIL TO EMPLOYEES DOWNLOAD

The first email to employees serves up need-to-know information about COVID-19 vaccines and directs them to visit **bluekc.com/covid-19** for more information.



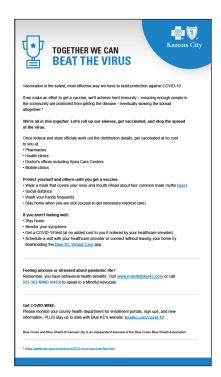
## **CAMPAIGN ACTION PLAN**

# WEEK 2

### O EMAIL TO EMPLOYEES DOWNLOAD

As employees wait their turn to get a COVID-19 vaccine, this email will remind them about what they can do to stay safe and manage their health during the pandemic. It also directs them to visit bluekc.com/covid-19 for more information.





# WEEK 3

## ○ EMAIL TO EMPLOYEES DOWNLOAD

This email to employees reinforces the importance of getting a vaccine and coming together as a community to achieve herd immunity. This final email in the series reminds employees that while things are moving quickly, bluekc.com/covid-19 provides a variety of resources and information.

#### YOUR PARTNER IN HEALTH, ALWAYS HERE TO HELP, THAT'S BLUE KC.

If you have questions or would like to talk more about how to make this action plan successful with your employees, please contact your broker or Blue KC representative.