



Human Resources

UNIVERSITY OF COLORADO
DENVER | ANSCHUTZ MEDICAL CAMPUS

Campus Weather Closure Q & A

Effective 03/12/2021

In the event of campus or work site closure, the following is guidance as to how that may affect employees, some of whom are working remotely and some of whom are working at a university site.

- If I am an employee that has been working 100% remote and my campus or campus-affiliated site is closed due to weather, am I still expected to work remotely regardless of campus closure?
 - o Yes, you would still be expected to perform the duties that could be performed remotely. Vacation leave could be requested, especially in the case of needing to care for someone whose school/place of care is closed due to the weather.

- If I am an employee that has been primarily working on campus or at a campus-affiliated site that is closed due to weather, am I expected to work remotely regardless of that closure?
 - o You would be expected to perform any work that could be done remotely. Time off granted for site closure would only apply to the work that could only be performed on site. A Medical Assistant or Dental Assistant, for example, may not have much work that can be done remotely.

- If a clinic and its employees are already setup for telehealth, is it reasonable to transition to telehealth in the event that the campus or campus-affiliated site closes and also to expect personnel to connect remotely?
 - o Yes, but please understand that affiliate hospitals dictate whether they are open or closed and those based there are required to follow the facility decision. For CU University campus clinical activities, if the facilities are closed– they are closed to all activities. However, for CU locations it is up to the leadership/Dean for that Practice if they want to manage the facility closure through telemedicine on snow days within our facilities

- If I am an employee working a hybrid schedule, working partly remotely and partly onsite, would I be expected to work regardless of campus closure or would they be off during the campus closure?
 - o Yes, you would be expected to perform the work that could be done remotely. Again, time off granted for site closure would only apply to the work that could only be performed on site.

As always, individuals designated as “essential employees” must report to their designated work sites.