

Health Check Option

During the Coronavirus health emergency, we want to remind you about a convenient option for your healthcare needs. The city of Phoenix Employee Healthcare Clinic opened six weeks ago. Located in Banner Urgent Care just a few blocks from City Hall, the clinic offers extended hours, no or low-cost service, on site x-rays and labs, free parking (after ticket validation), and many other benefits.

Employees and their dependents enrolled in a city of Phoenix medical plan can schedule appointments for everything from routine healthcare for personal injuries. Individuals experiencing COVID-19 related symptoms will be assessed and **if necessary**, referred to a designated testing site in the Valley. As a reminder, symptoms of the virus can include fever, dry cough, shortness of breath, muscle pain, and extreme tiredness or fatigue.

Employees can schedule an appointment online using [Clockwise](#). Please call 602-255-7651 or email benefits.questions@phoenix.gov for additional guidance.

Join the **Conversation**



Weekly Update

STAY UPDATED - STAY INFORMED - STAY SAFE



CORONAVIRUS
CITY SERVICES UPDATE
PHOENIX.GOV/NEWSROOM

Each week, we want to keep you updated on the latest information and news regarding the coronavirus, and related city impacts. Below is the latest communication to employees about what is happening:

- ◆ **NEW:** [City Manager Podcast #11](#) - (airdate 4/23)
- ◆ [Employee Updates Webpage](#)
- ◆ [Latest FAQs on Teleworking](#)
- ◆ [Latest Stories in the PHXNewsroom](#)

For employees who may be impacted financially by this health emergency, the following services are available:

[211 Arizona](#) offers a variety of services for individuals who need assistance finding food, paying house bills, accessing free childcare, and more. To get help, use the hyperlink, dial 211 or call toll-free 855-432-7587.

[Free Virtual Urgent Care Visits](#) for anyone experiencing mild to moderate Coronavirus symptoms (low-grade fever, cough or shortness of breath). Dignity Health is offering this opportunity for a free urgent care visit by using the code COVID-19.

Employees Helping Each Other

During this health emergency, city departments are finding ways to help one another. A big thank you to some of our librarians, who have been working from home and making face masks for our employees.

Several weeks ago, the City Manager's Office reached out to Library staff, knowing many of them have sewing skills. They were asked to help produce Personal Protective Equipment (PPE) for city workers. Many answered the call and began sewing face masks from their homes. Using personal and city sewing machines, hundreds of masks have already been made and distributed to multiple departments across the city.

Here is one note of gratitude from Public Works Director Ginger Spencer:

"On behalf of Public Works and the other departments that received the handmade face masks from the Library Department, a huge thank you from our employees! As you know masks are hard to come by these days, and this really helped with our staff and will be used by individuals in our reception areas and serving in customer service roles. Thanks to you and all your employees who spent time and resources making the masks. Your support is much appreciated!"

The work goes on as the need is still there to help our public-facing staff continue their essential work by interacting with the public in a safe manner. Some of these Library staff will continue to sew PPEs as needed throughout this health emergency.

"We know that we have been able to count on our fellow city of Phoenix departments during our time in need and I am very proud that the Phoenix Public Library family has been able to return the favor," said Phoenix City Librarian Rita Hamilton. "Library staff has really tapped into being flexible and resilient; using skills we thought we might never have needed at work. I am very grateful at how library staff have been able to stretch, adapt and answer the call for help."



Library Employees Making Face Masks

Natasah Alavi	Sam Groff	Kelly Pearson
Melinda Brasher	Cassarah Head	Amy Rodrock
Lynne Conway	Jeff Ide	Carol Simmons
Emily Cox	Kelly Kartz	Lori Talarico
Elisabeth Fensler	Claudia Leon	Trina Taylor
Sean George	Theresa Mason	Jeriann Thacker
Mona Granoth	Falik Merchant	Tina Tran
Ryan Greene	Lucinda Montoya	Maura Williams

Public Records Reminder

While teleworking, you may be making more use of collaborative technology tools with your team. This is a good time to remember the city of Phoenix remains accountable to the public for the work we do every day.

As part of this accountability, any individual can view most of the materials you create to do your job through a public records request. This includes:

- E-mails used to conduct city business whether on a work or personal account
- Documents saved to your computer and cloud storage
- Text messages sent to conduct city business, whether on a personal or city-owned phone
- Skype instant messages

Some of these methods may have a more casual feel, but all are governed by the same public records laws. Conversation history is retained for 90 days and is available for the public and media to request and review.



Remember to comply with A.R. 1.63, the Electronic Communications and Information Acceptable Use policy, as you conduct your business and use your city-issued equipment for both professional and personal matters.

Leave Donations

The following employees are accepting leave donations. If you'd like to help, use eChris to make your donation:

- ♦ Adrianna Rodriguez, Human Resources
- ♦ Tawnya Watson, Information Technology

To see a complete list of all employees currently accepting leave donations, [visit this web page](#).

Check out the Latest News



If you have not yet seen the **PHXNewsroom**, now is a great time to see what is going on in the city of Phoenix. At the beginning of the year, the PHXNewsroom was launched as a way for the public to read first-hand what is happening.

The timing was perfect ahead of the Coronavirus health emergency as it has been a destination for information related to city services being impacted as a result of the pandemic. Aside from COVID-19 news, there are plenty of other things going on. Here are just some of the recent headlines:

- ♦ [Annual Fire Ban Starts May 1](#)
- ♦ [Virtual Inspections Begin](#)
- ♦ [Heat Relief Efforts Adapt](#)

The [PHXNewsroom is always on](#) and always updating—please share the stories with your friends and family.

Census Completed?



Count for our Community

Have you been counted yet? Completing the Census takes only a few minutes and will greatly help our community receive federal funding to pay for essential services.

Visit my2020census.gov to fill out the Census questionnaire.