

To: All staff and physicians
From: Maura McKinnon, Chief Human Resource Officer
Date: May 17, 2021
Re: **Need for Clinical / Non-Clinical Resources to Support Pandemic Response**

With the pandemic response moving into a control phase from a response phase we are asking staff and managers to continue to support the pandemic response. Horizon is looking for clinical and non-clinical human resources to support various areas of the organization as we navigate through the current phase of the pandemic.

The Redeployment Centre is active to redeploy staff affected by a service slow down or closure to an area of high need, as well as to staff those services impacted by an increase in service needs during our pandemic response such as a vaccination clinic or testing/assessment center.

There is an **immediate need** to staff upcoming mass immunization clinics and testing / assessment centres across the region, and to support contact tracing efforts (Fredericton). Roles include administrative support to make calls and send referrals, screening, registration, wayfinding, to immunizing, swabbing and post care recovery.

In order to meet and address these crucial staffing needs, **we need your help!** We are looking for staff who are available for redeployment AND staff who are interested in picking up additional shifts. If travel is required, you will be reimbursed.

Staff that are willing to assist should:

- Speak to your manager about redeployment options or of your interest in picking up additional shifts
 - Please note: casual shifts being picked up will be offered to part-time and casual staff first and then offered to full-time staff as required/approved
- If you are approved for **redeployment**, please have your manager add your name to the redeployment tracker (*ebHR* [PORTAL](#)) indicating your guaranteed FTE that you will be redeployed for and placing the word REDEPLOYMENT in the free text fields

- If you are interested in **picking up additional shifts**, over and above your current FTE, please have your manager add your name to the redeployment tracker (ebHR [PORTAL](#)) indicating your *available* FTE and placing the words EXTRA SHIFTS in the free text field (i.e., you currently work 0.6 FTE and are willing to pick up shifts, indicate 0.4 FTE, if you are full time and willing to pick up shifts, indicate 0.0 FTE and comment OT in the free text field)
- **Please do not apply online to the external career postings**
- Email questions to HorizonRedeploymentCenter@HorizonNB.ca

We wish to thank those within the Fredericton DECRH campus in advance for your willingness to support the pandemic response; based on the current situation within your existing facilities, there may be a need for your request to be placed on *temporary hold* in an effort to support inter-facility demands first due to departmental slow-down or closure until we are out of the Red Phase. Your manager will let you know if this is the case.

If you know someone who is **not employed by Horizon** that is interested and available to provide on-site support during COVID-19 vaccination clinics, please have them contact us at HorizonRedeploymentCenter@HorizonNB.ca

We all have a role to play in preventing the spread of COVID-19.

We appreciate your dedication to health care and the pandemic response.