

## Redeployment Communications

*(Michael Garron Hospital/Toronto East Health Network)*

### Staff Message:

Redeployment Centre: We are actively working on setting up MGH's Staff Redeployment Centre to provide a centralized and coordinated response to staffing needs during the COVID-19 pandemic. This Centre is responsible for working with units and departments to identify staffing needs and redeploy available employees who meet the minimum requirements for roles that require filling across the hospital. As we ramp down our elective surgeries and non-emergency services, we have already begun this process of redeploying staff to other areas of the hospital. Once the Centre opens, you may find yourself working in areas that you may not typically work in; please note that the appropriate training and support will be provided should you be re-assigned to another area. Stay tuned for more information on the Redeployment Centre, how it works, scheduling and more.

### Management Message:

Director Colleagues,

We are in the process of finalizing plans for the opening of the Staff Redeployment Centre (RC) located in the Grey Steele boardroom, on Monday, with a soft launch tomorrow.

Formal communication via Broadcast will be going out today, to inform staff of the RC opening. We will provide additional information to the leaders in the organization in the coming days regarding redeployment process and workflow.

The focus of the Redeployment Centre in the short term, will concentrate on both redeploying surplus staff and filling gaps in staffing as they occur across the organization. Longer term we will be looking at the redeployment of staff from an enterprise wide perspective and centralizing scheduling functions from across the organization into the Redeployment Centre.

Beginning tomorrow we will be asking leadership on the units to more formally identify their staffing surplus that can be redeployed. The staffing office will continue to manage all of the work that they usually do re: RN/RPN/PSW staffing requests. Please continue to use your usual scheduling processes until you are given direction from the RC to do otherwise.

We recognize that these are unprecedented times and we will need to be nimble and agile to staffing needs of the organization. We are working actively with our Labor Relations partners to ensure that unions are being kept apprised of our redeployment plans and that we are transparent in our process.

Thank you so much in advance for your help in reinforcing messaging as it comes, helping to ease the anxiety of staff and support the redeployment team in their efforts. We are all learning as we go and small tests of change will be necessary to get to a well-oiled machine in place.