



## Top 5 Considerations for Small Businesses Moving Forward in the COVID-19 Environment

**1** Ensure you have the **new mandatory poster** predominantly displayed, and are adhering to a disinfection safety policy while in the office per the CDC.

Family First Coronavirus Response Act Poster for Non-Federal Employers (Required for Employers With 500 Employees Or Less)

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**2** Properly manage **furloughs** and **layoffs**.

What is the best process to follow? Can you offer continuing Healthcare to employees?

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**3** Know what is available to small businesses under the **CARES Act**.

<https://home.treasury.gov/policy-issues/cares/assistance-for-small-businesses>

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**4** Ensure you follow the new **Families First Coronavirus Response Act** for leave considerations.

When, and who, is entitled to two weeks paid vacation?  
<https://www.dol.gov/agencies/whd/pandemic/ffcra-questions>

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**5** Prepare to bring your employees **back to work** in a timely and safe manner as soon as you are able to.

What steps can you take to ensure your employees are taken care of until they return? Maintain an open dialog with furloughed employees to ensure they will come back once you are able to re-employ them.

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**How can CavnessHR help?**  
**Let us create your remote work policies and give you back your peace of mind.**

**The HR support you cannot afford not to have now.**

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