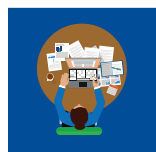# Workplace Reentry Digital Toolkit

Enabling a safer return to the workplace

As quarantine measures continue to ease across America, companies know it's vital to bring employees back into the workplace. Yet, there are significant challenges with how to safely return staff while following the phases and guidelines outlined by federal, state, and local governments.

Although timelines for these phases are in flux, organizations can put strategies in place now to transition employees back into the workplace. These strategies should take into account:
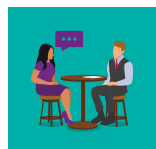
- Risk frameworks, including calculations for reentering the workplace based on community threat levels and individual risk estimates

- Technology enablement to support symptom monitoring, contact tracing, tracking vaccination status, and identifying which employees can return to the office

- Workplace considerations, including how to configure offices, labs, and factories as well as when and how to open or close them

- Program governance to ensure adherence to protocols and transparent communication

KPMG LLP (KPMG) and Appian offer a services and technology toolkit that includes considerations for these components to assist you as you begin to get your employees back to their work locations in a phased and measured way. A risk-based approach, supported by modern technology, is one way to help iteratively and more safely reopen your workplace while continuing to manage the challenges posed by COVID-19.

KPMG: A framework for a phased approach to returning to the workplace

Your company will likely need to make changes to its workplace and enable new digital tools while imposing an agile governance that enables precision and clarity. KPMG has developed a dynamic, risk-based framework supported by technology and informed by public policy, medical data, and health guidance. This framework, along with guidance from your own medical and legal experts, can help you determine which employees can return and when.

KPMG services include assisting companies with building a risk framework, making and implementing internal and external policies, evaluating and accelerating changes that modernize how work gets done, creating a support ecosystem during the back-to-work journey, and building a modern technology architecture that leverages emerging technologies such as cognitive automation and data analytics.

Appian: Full-stack automation to address operational challenges

Appian provides a low-code automation platform that can accelerate the creation of business applications to enable digital transformation programs across the enterprise. With it, companies can rapidly build and deploy applications that align people, digital workers, and artificial intelligence systems in the same workflow with unified enterprise data to address wide-ranging operational challenges.

When applied to today's unexpected operational changes, Appian's low-code automation can help deliver an intelligent, safer, and smoother transition back to on-site work.

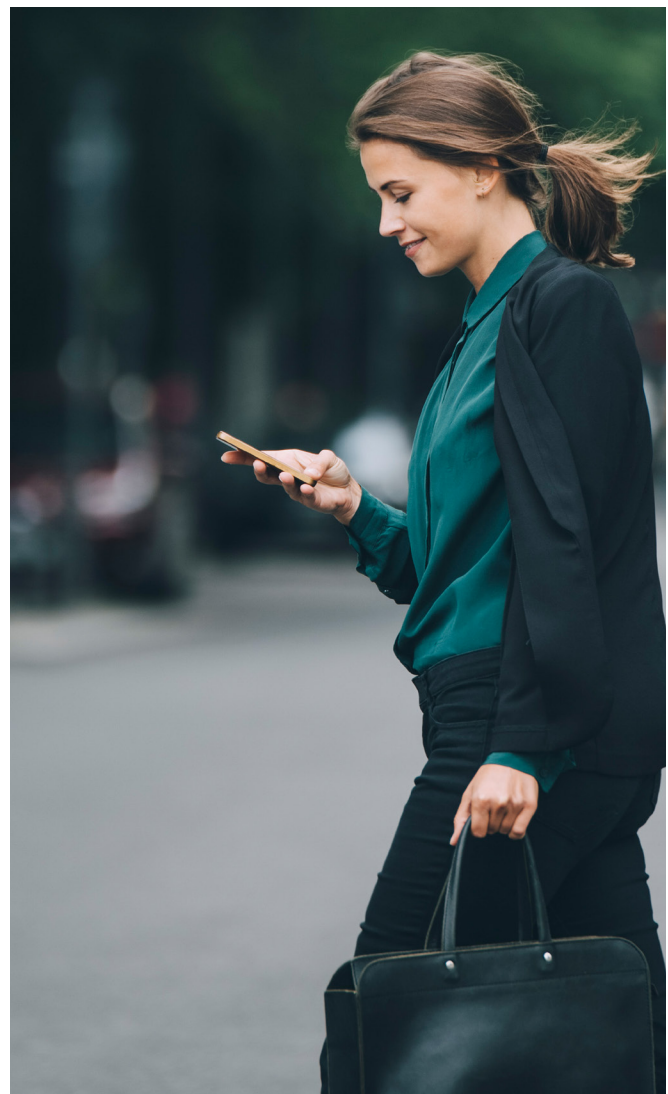## Workplace Reentry Digital Toolkit: Services and technology supporting your business

The combination of the KPMG risk framework and Appian's low-code automation tools provides an adaptable, risk-based approach to reopening businesses.

The toolkit is built on Appian's secure HIPAA-certified cloud platform, with privacy- and security-first principles to help protect data and preserve your employees' privacy. It comes with an initial set of features that can be configured to your unique requirements. Main components include:

- An employee-facing application template
- Decision-support dashboard for HR and facilities management
- Workflow for approvals and case management for contact tracing of COVID-19 cases reported by employees.

With the Workplace Reentry Digital Toolkit, employees can enter and receive information via the mobile app. HR can communicate with employees and access individual or aggregate data via command center dashboards, and case investigators can run contact tracing on impacted employees. All aspects of the application are configurable so managers can make changes—such as adding an office location, customizing the health questionnaire, creating multiple questionnaires, capturing vaccination status, and sending information to employees—without any code changes. Facilities managers can also view centralized dashboards, but their views focus on workplace locations and do not include any private health information. Facilities-based capabilities include tracking entrance screening, checking sanitation status, managing supplies of personal protective equipment, and collaborating with other locations.
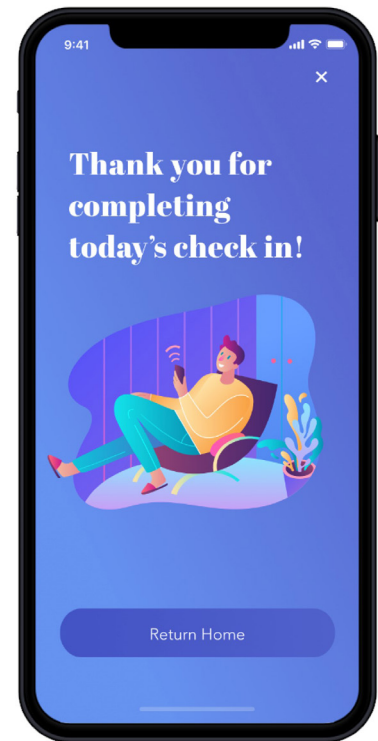
Case investigators can use the case management functionality to confirm positive COVID-19 cases and initiate contact tracing on other employees.
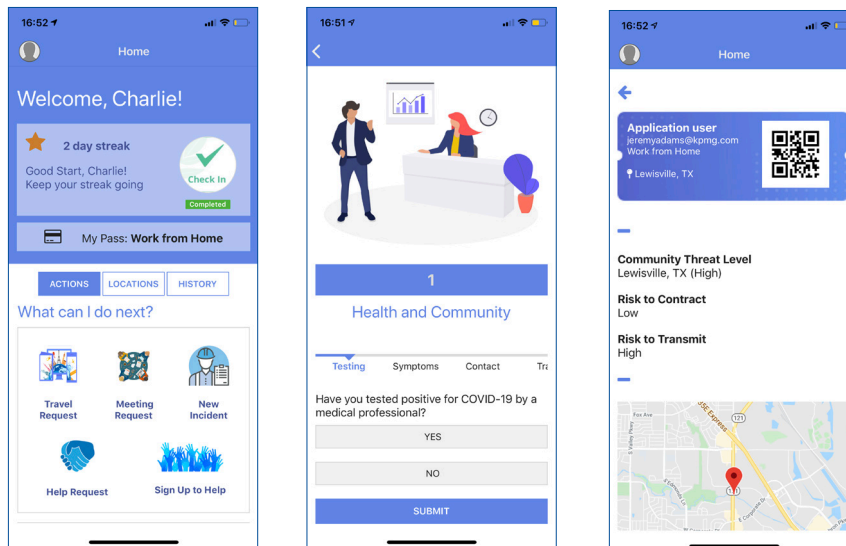
The functionality you need to return to work

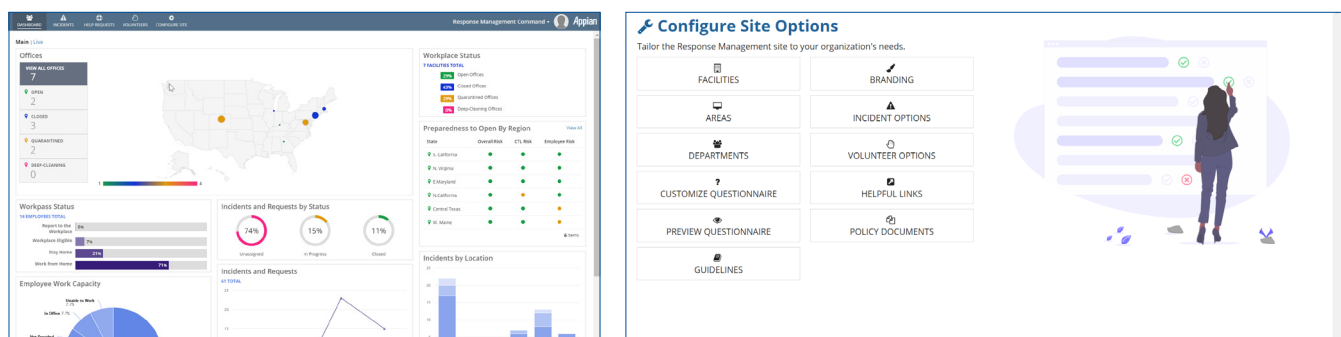The digital toolkit comes with key aspects that can be configured to your unique requirements, including:

— **Daily check-in.** Encourages the employee to self-report symptoms, vaccination status, and current emotional state on a daily basis.

— **Risk assessment.** Leverages the KPMG risk-based framework to assess the users' personal risk to contract and transmit, based solely on their decision to report. The risk score is a tool designed to enable the employee to make decisions about the situations and environments they enter.

— **A work pass.** A virtual document that communicates where, how, and when the user can enter an environment.

— **Decision center.** Employees can submit requests to access new locations. If the decision is not rules-based, it is efficiently routed to the correct person using the low-code workflow platform.

— **Location monitoring.** Employees can select relevant office locations, and the application will monitor for changes to risk score, open status, sanitation protocols, and more.

— **Notification center.** Companies can push relevant notifications to employees regarding updates to locations, decisions, work passes, and more.

Mobile (Employee)

Desktop (HR)

Get started now

With the risk assessment defined, technology enablement, workplace management, transparent communication, and adherence to protocols can help you intelligently manage the complexities of returning workers to the workplace. KPMG can deploy the initial set of features of the Workplace Reentry Digital Toolkit in as little as two weeks. And if conditions or regulations change, the app adapts quickly and easily. Contact us to learn more.

Contact us

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