

# TOWN OF PALM BEACH

## SPECIAL EMPLOYEE NOTICE

Enroll  
today!  
Telehealth from  
Cigna

Our Cigna Health Insurance offers virtual telehealth services without a copay!

It's easy to enroll. Sign up before you are sick!

⇒ Connect to both Amwell and/or MDLIVE through [myCigna.com](https://myCigna.com). No separate login needed.

⇒ Complete a medical history using their "virtual clipboard"

Not  
feeling well?  
Stay Home

Prevent the spread of any cold or flu to your coworkers and greater community served. Employees should stay home if they are not well.

Supervisors, in consultation with the Department Director, may direct any employee to return home if they arrive at work presenting with symptoms the CDC has deemed to be of concern (fever, respiratory symptoms, cough, sneezing).

Return to Work  
note required after  
3 or more days of  
absence

The Town's "Return to Work" policy (Sec. 5-4.2(b) of the Employee Manual, has been amended as follows:

Employees who are absent ~~five~~ **three** or more days (three shifts for Fire-Rescue employees working 24-hour shifts) must receive a medical authorization from their physician to return to work. Medical authorizations must be presented to their supervisor, who will make a determination as to whether or not the employee's return to duty is approved.

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