



مستشفى الملك فيصل التخصصي ومركز الأبحاث
King Faisal Specialist Hospital & Research Centre
Gen. Org. مؤسسة عامة

RUSH

GENERAL DISTRIBUTION

TO: **All Departments** **DATE:** 1 Rabia Al Thani 1442
King Faisal Specialist Hospital & Research Centre 16 November 2020
(General Organization) - Riyadh

King Faisal Specialist Hospital & Research Centre **REF:** GD:846-42
(General Organization) - Jeddah

King Faisal Specialist Hospital & Research Centre
(General Organization) - Madinah

FROM: **Majid Alfayadh, MD, MMM**
Chief Executive Officer, Kfsh&RC
Office Of The CEO 

SUBJECT: STRICT COMPLIANCE WITH COVID-19 PRECAUTIONARY MEASURES
GD:839-42

Further to GD:839-42 dated 29 October 2020 and previous communications regarding the strict compliance with COVID-19 Precautionary Measures, it has been observed in some of the Hospital areas that employees are not fully compliant with the preventive precaution measures, such as universal masking, and reporting to work while having symptoms of respiratory infections before tested negative for COVID-19, which may expose their colleagues and patients to the virus.

To ensure employees' practices are in line with the Kingdom of Saudi Arabia's regulations to prevent and control COVID-19 epidemic and protect the citizens and residents, as well as KFSH&RC's precautionary and preventive measures, employees are requested to comply with the following:






- Employees having symptoms of possible COVID-19, are required NOT to report to work and to do the COVID-19 test. If an employee reports to work before tested negative or does not adhere to all precautionary measures, appropriate disciplinary action will be taken against him/her. This ranges from final warning up to termination of service in line with the provisions of Employee Relations Manual (ERM) Chapter V, "Employee Conduct, Responsibilities and Disciplinary Procedures".
- If an employee transmits the COVID-19 virus to any of his/her colleagues or patients while working before his/her result of COVID-19 test is released, the employee will be subject to termination of service according to Employee Relations Manual (ERM) Chapter V, "Employee Conduct, Responsibilities and Disciplinary Procedures".
- Immediate supervisors/managers are accountable and responsible for their respective areas and are required to ask employees not to report to work if they experience any of the COVID-19 symptoms.

The Supervisors/Managers may receive a disciplinary action if they are not enforcing these

precautionary measures. They should report immediately any violations of their staff to their respective Heads to initiate the necessary disciplinary action(s).

Your full and strict compliance and adherence to the above is expected and appreciated.

MIF/mhgh

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