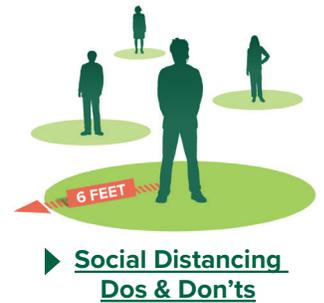


March 23, 2020

Due to the continuing spread of COVID-19 infection in the United States, we want to remind you to first, take care of yourselves, your families and others. Please know that many are working diligently to plan for multiple scenarios to make the critical decisions on our path forward. We are incredibly thankful for our caregivers who are on the frontline passionately providing exceptional care to our community. Our message is consistent, we cannot emphasize enough the importance of practicing “social distancing” and following proper hygiene guidelines to help stop the spread of this disease.



 We encourage managers to meet with your employees regularly, via the various IT tools available, and maintain an open dialogue. Even though many are working remotely, new business norms can be established to ensure productivity measures are met. Let’s showcase our resilience as we progress through our current situation. Explore other helpful tips and resources below, as well as visit UAB HR’s online toolkit of employee resources at go.uab.edu/covid19HRresources.

Plan for Financial Uncertainty

How to handle market ups and downs

When markets get rocky, it’s tempting to take action. But that may only disrupt your long-term goals. Here are some things you may want to consider during times of market volatility.

- **Don’t veer off course:** Not keeping all your eggs in one basket generally helps manage risk by spreading your savings or funds across different asset classes within your portfolio. Even when markets are down and one investment is performing poorly, another could be performing better. Resist the urge to try to “time” the market by readjusting your portfolio based on market conditions alone—and ask a professional for help if you think you’re having trouble being objective.
- **Keep your eye on the horizon:** Building a solid financial plan that takes goals into account, like paying off your mortgage, saving for college, and living in retirement, can help you stay level-headed when the markets are most volatile. Also, as tempting as it might be, don’t look! Checking your investment balance every day may add to your anxiety and takes the focus away from your long-term goals.
- **Don’t forget to fill your piggy bank:** Having about six months’ worth of living expenses saved in an account that’s easy to access could also increase your financial confidence when markets are unsteady. A financial advisor can help you determine what steps to take to meet your income needs while not disrupting your long-term investments—and make sure your portfolio is diversified as well.

- Explore “market proof” investments: There are savings products, including some types of bank certificates of deposit and annuities that are not affected by market volatility. You may want to consider them as a way to safeguard a portion of your savings and diversify your retirement portfolio. With the TIAA Traditional fixed annuity*, for example, your principal is protected and your balance is guaranteed to grow every day as well. And when you retire, you can choose to get guaranteed monthly income payments that will never run out?

UAB wants to let you know that TIAA is here to help you now and going forward in evaluating your current and future goals. Schedule a meeting by phone with one of TIAA’s UAB consultants — visit tiaa.org/schedulenow or call 1-800-732-8353, weekdays between 7 a.m. to 7 p.m. to make an appointment.

SmartPath offers guidance for uncertain financial times



In response to the economic uncertainties surrounding the COVID-19 crisis, SmartPath is releasing a series of webinars aimed at reducing financial stress resulting from the Coronavirus. The series continues Friday at 11 a.m. with “Government and Corporate Programs That Can Help Your Wallet.” Government, businesses and small groups are launching programs to ease financial stress through COVID-19. Join SmartPath CEO Alok Deshpande to hear him unpack how these initiatives work and understand which ones may make sense for you.

[Click here](#) to register for the live Zoom webinar. Visit uab.edu/smartpath for a complete schedule of upcoming seminars.

Take Care of Your Health

Turn pantry staples into healthy meals and snacks



Avoiding public places like restaurants and grocery stores doesn’t mean you and your family have to forgo eating healthy. That can of beans in the back of your pantry can help reduce cholesterol, blood sugar levels and improve gut health. Not sure how to work them into your diet? Roasted chickpeas make a delicious low-calorie snack, or try substituting pureed black beans for flour in a batch of brownies. For more ideas, read “[7 Ways to Add Beans to Your Diet](#).” And visit [UAB Employee Wellness online](#) for healthy recipes and other wellness resources.

Farm Stand at UAB produce available for pickup



The Farm Stand at UAB has temporarily suspended operations on the UAB campus, but there are options for you to still get your fix of fresh, locally grown fruits and vegetables. Boozer Farms is offering a farm box of produce and other items for pickup on Thursday, March 26. The box includes minneolas, sweet potatoes, new potatoes, an onion, asparagus, apples, strawberry jam and your choice of one casserole from Farm House Cafe. The cost is \$31 and you can pick up from your choice of 10 locations in the greater Birmingham area. [Click here to place your order.](#)

UAB prescription providers easing refill requirements



In order to provide continued timely access to medications during this time, VIVA Health and Express Scripts have implemented additional protocols for allowing emergency overrides of refill too soon rejections. Pharmacies are currently allowed to enter override codes to bypass a refill too soon rejection on an as-needed basis. Members may contact VIVA Health Pharmacy Customer Service at 1-800-294-7780 (Monday to Friday, 8 a.m. to 5 p.m.) to request an override for early refills of medications, or contact Express Scripts Customer Service at 1-855-778-1485

to initiate mail-order delivery service for medications. Members may also continue to refill their medications without requirement of an override after using 75 percent off a prescription.

Learning Resources for Leaders

Webinar to discuss leadership in times of crisis



As communities and businesses quickly adapt to the global pandemic of COVID-19, people are looking for strong leadership more than ever. On Wednesday, join a DDI Virtual Forum for a candid discussion about how you can help your organization and your leaders pivot to face the challenges ahead. This UAB Learning & Development recommended webinar will share answers to common questions on how to help your leaders in this time of crisis. DDI's Virtual Forum: Your Questions Asked and Answered is Wednesday at 10 a.m. [Click here to register online.](#)

thank
♡ YOU

UAB Human Resources extends its sincerest appreciation to all UAB employees — those adjusting to working from home and those maintaining critical on-campus roles. During this unprecedented public health crisis, your flexibility, service and dedication is what keeps UAB going strong.

Visit go.uab.edu/covid19HRresources for more resources for UAB employees. Visit uab.edu/coronavirus for the latest updates from UAB.