

- b. Please do not comment on COVID-19, Managed Care or TDCJ operations on any of these platforms or allow family and friends to use your name and experience in their comments.

Travel

1. **Anyone traveling for Managed Care business must** fill out the Managed Care Travel Form on SharePoint. Connect to the **VPN** if you are working remotely or away from the TTUHSC network *prior to clicking the link below.*
 - a. https://sp.ttuhscc.edu/sites/CMHC/it/_layouts/15/listform.aspx?PageType=8&ListId=%7B09D014C8%2D2E1F%2D443D%2DAFCC%2DA934C1DDA35C%7D&RootFolder=
2. Personal travel is **strongly discouraged**. Everyone who travels for personal reasons is required to fill out a form through TTUHSC Office of Institutional Health. This includes traveling across the state to a second home or permanent residence.
 - a. https://tthsclubbock.co1.qualtrics.com/jfe/form/SV_brrvsD5jj35Ca7b

Prevent the Spread

1. If you experience symptoms of any sickness, you are **not allowed to report to work**. This includes but is not limited to headaches, runny nose, sore throat, coughing, fever.

