

## **UAMS Vacation Policy Update**

UAMS announced on March 19 a hold on new vacation requests for the next eight weeks. On April 1, supervisors were notified that they could approve vacation requests if they had adequate staffing. The vacation hold has now expired. Employees should submit vacation requests via ESS for supervisor approval as outlined in routine UAMS Human Resource procedures.

If you travel out of state, you will need to answer “yes” to the UAMS screening app travel question and follow guidance for 14 days, which may include completing the Student and Employee Health Services survey to monitor symptoms if you travel to a designated COVID-19 hot spot. International travel currently requires a 7 to 14 day quarantine period.