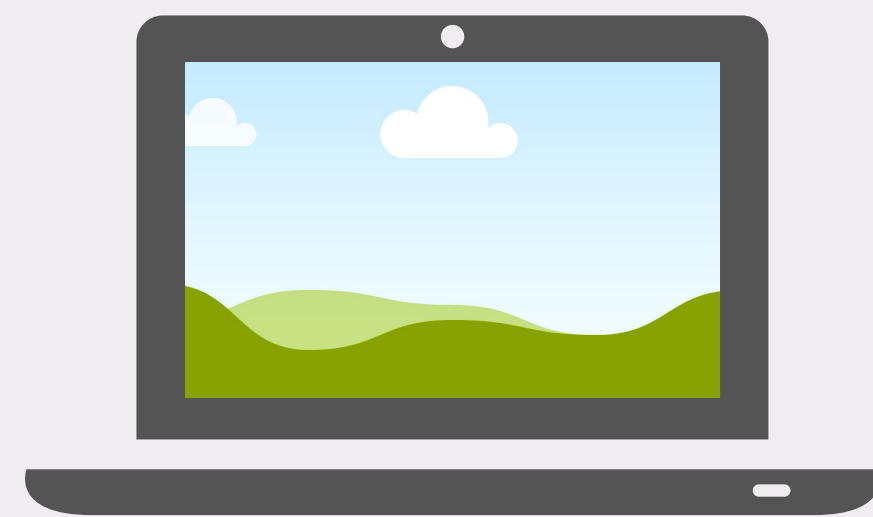


I work in Mental Health and Learning Disabilities and want to work from home, what shall I do?



If you want to work from home you will need to submit a **COVID-19 Application to Work From Home** form and email it to your line manager

Your line manager will email your application to **Joy.Garfitt@wales.nhs.uk**
Ruth.Derrick@wales.nhs.uk
Hayley.Tarrant@wales.nhs.uk and
Louisa.Kerr@wales.nhs.uk for approval
(Applications will be reviewed twice a week)



You will be notified of the outcome of your request as soon as possible

Requests to work from home need to be considered by senior management as there is a lack of network capacity to support a large increase in staff working from home

If you have a VPN and are not approved for homeworking you will be asked to relinquish your token temporarily so it can be reassigned to an alternative member of staff in need during the COVID-19 pandemic

 @MH_LD_PTHB



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