

# Hybrid/Remote Work Update

January 17, 2024

# Implementation Refresh

- The Remote/Hybrid Request and Work Location Update Form launched in August 2023.
- Over 50 team members representing areas across campus participated throughout the process from design to implementation in a collaborative effort.
- Resources – including guidelines and online training – are available for supervisors and employees on our website (<https://hr.uky.edu/work-location>).
- **Since launch, 2,120 eligible staff have completed a request with approximately 40% of submissions completed within 14 days or less.**

*As previously communicated, UK HealthCare will continue to maintain separate guidelines on remote and hybrid work.*

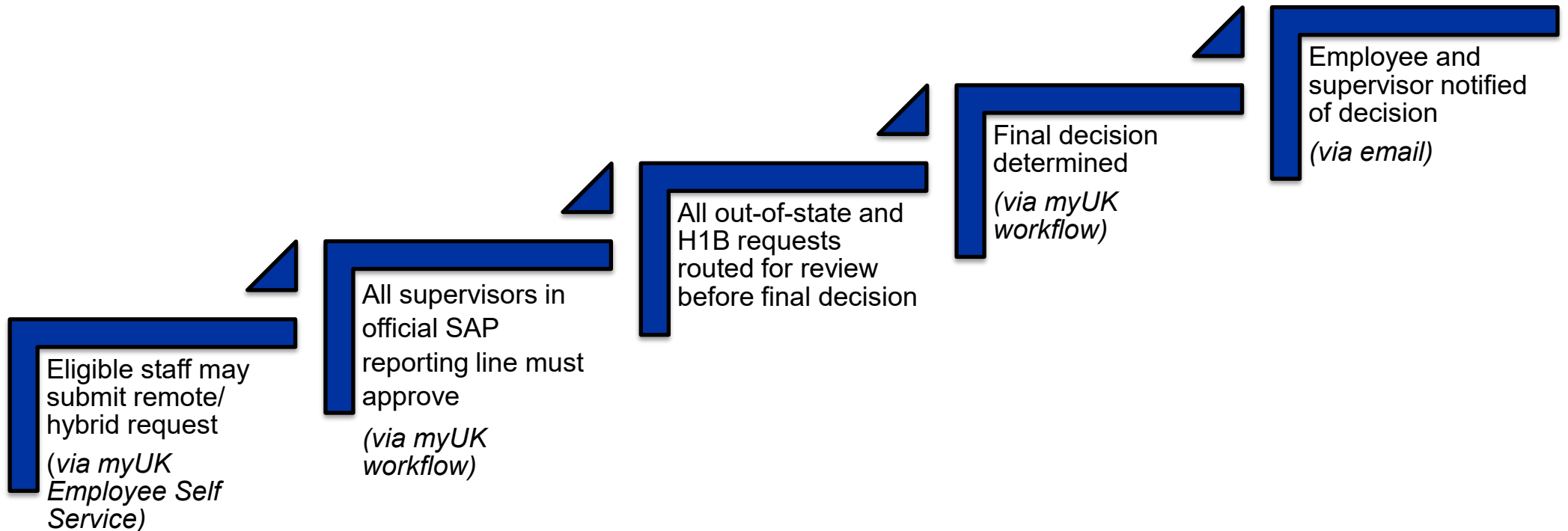


# Position Updates

- **Eligibility for new positions or changes to current positions requires updates in the Integrated Employment System (IES).**
  - Departments should follow their standard process for new/updating positions to make position eligibility changes.
  - HR Compensation will finalize once submitted and respond to submitter.
  - Employee then can request hybrid/remote status via ESS.



# Remote/Hybrid Request Steps



As previously communicated, UK HealthCare will continue to maintain separate process for remote and hybrid work.

# Looking Forward

- HR is partnering with IRADS to support ad hoc reporting for university and department/unit leadership.

***Please contact Chris Dudley ([christopheradudley@uky.edu](mailto:christopheradudley@uky.edu)) with questions.***



**Thank you!**

