

**Harvard Opinion Research Program
Harvard School of Public Health**

**BUSINESS PREPAREDNESS:
NOVEL INFLUENZA A (H1N1)**

July 16-August 12, 2009

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HARVARD SCHOOL OF PUBLIC HEALTH

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The study was conducted for the Harvard School of Public Health via telephone by SSRS/ICR, an independent research company. Interviews were conducted from July 16 to August 12, 2009 among a sample of 1,057 key decision-makers at businesses about business practices and employee policies in the case of an emergency. The margin of error for total respondents is +/-4.20% at the 95% confidence level.

1. Does your business have a single workplace location or multiple locations?

	Single location	Multiple locations	Don't know	Refused
Total	21	79	*	--

(Asked of businesses with multiple locations; n = 798)

2. And are you personally located at the site that might be considered the central site or headquarters, or are you located at a different site?

	At headquarters	Not at headquarters	Business not structured that way	Don't know	Refused
Total	64	35	1	*	--

(Asked of businesses with multiple locations; n = 798)

- 2a. Is your business a franchise?

	Yes	No	Don't know	Refused
Total	16	81	2	--

(Asked of businesses with multiple locations, and are franchises; n = 76)

- 2b. Is this franchise corporate-owned or is it owned by the franchisee?

	Corporate owned	Franchisee owned	Don't know	Refused
Total	32	63	5	--

Q1/Q2a/Q2b Combination Table (Total businesses)

	Total
Single business location	21
Multiple business locations	79
Franchise business	13
Corporate owned franchise	4
Franchisee owned	8
Not a franchise	64
Don't know	*
Refused	--

3. How many full-time and part-time employees do you have at your site/location?

	Total
Less than 20	12
20-99 (NET)	49
20-49	30
50-99	19
100-499 (NET)	23
100-249	17
250-499	6
500 or more	15
Don't know	1
Refused	*

(Asked of businesses with multiple locations; n = 798)

4. How many full-time and part-time employees does your business have including all of its business locations?

	Total
20-99 (NET)	21
20-49	10
50-99	11
100-499 (NET)	12
100-249	7
250-499	4
500 or more	50
Don't know	16
Refused	*

(Asked of businesses with multiple locations; n = 798)

5. Are any of your business's other sites located in other countries?

	Yes	No	Don't know	Refused
Total	19	80	1	--

Q1/Q5. Combination Table (Total businesses)

	Total
Single business location	21
Multiple business locations	79
An international business	15
A domestic business	63
Don't know	*
Refused	--

6. Does your business provide any products or services to customers on a face-to-face basis?

	Yes	No	Don't know	Refused
Total	80	18	2	--

7. Does your business offer sick time to all employees, some employees or no employees?

	AT LEAST SOME EMPLOYEES			No Employees	Don't know	Refused
	NET	All employees	Some employees			
Total	84	37	46	15	1	*

(Asked of businesses that offer sick time to at least some employees; n = 928)

8. Does the amount of sick time vary by different types of jobs, or do all employees receive the same number of sick days?

	Varies by job type	All receive same number of days	Don't know	Refused
Total	33	65	2	*

(Asked of businesses that offer sick time to at least some employees; n = 928)

9. Does the amount of sick time vary by whether the employee works full-time or part-time, or do all employees receive the same number of sick days?

	Varies by Full/part time	All receive same number of days	Don't know	Refused
Total	74	24	2	*

(Asked of businesses that offer sick time to at least some employees; n = 928)

10. Is that sick time generally paid or unpaid time?

	Paid time	Unpaid time	Don't know	Refused
Total	88	8	4	*

Q7/Q10. Combination Table (Total businesses)

	Total
Business offers sick time	84
Sick time is paid	74
Sick time is unpaid	6
Business does not offer sick time	15
Don't know	1
Refused	*

(Asked of businesses that offer sick time to at least some employees; n = 928)

11. Approximately how many days is that per year for a full time employee?

	Total
1-5 days	36
6-10 days	32
11-30 days	13
31+ days	5
Unlimited number of days	5
Don't know	8
Refused	*

(Asked of businesses that offer sick time to at least some employees; n = 928)

12. Do you require employees to produce a note from the doctor stating that they are sick in order to take sick time?

	Yes	No	Don't know	Refused
Total	43	55	2	*

(Asked of businesses that offer sick time to at least some employees; n = 928)

13. If they have had a contagious illness, do you require employees to produce a note from the doctor stating they are no longer contagious and can return to work?

	Yes	No	Don't know	Refused
Total	69	27	4	--

14. Does your business have a leave policy that would allow employees to take time off to care for a sick family member, or does it not?

	Yes, does	No, does not	Don't know	Refused
Total	85	13	2	*

(Asked of businesses that offer family sick leave; n = 916)

15. Does that policy include any paid time or is the leave time unpaid?

	Includes paid leave time	Leave time is unpaid	Don't know	Refused
Total	41	53	5	*

Q14/Q15. Combination Table (Total businesses)

	Total
Business offers family sick time	85
Includes paid family leave time	35
Family leave time is unpaid	45
Business does not offer family sick time	13
Don't know	2
Refused	*

(Asked of businesses that offer family sick leave; n =916)

16. Approximately how many days is that per year?

	Total
1-5 days	11
6-10 days	10
11-30 days	11
31-60 days	28
61-90 days	9
91+ days	3
Unlimited number of days	9
Don't know	19
Refused	1

17. Does your business have a leave policy that would allow employees who are parents to take off time to care for children when their schools or daycares are closed due to special circumstances, or does it not?

	Yes, does	No, does not	Don't know	Refused
Total	47	48	5	*

(Asked of businesses that offer time off to care for children; n = 497)

18. Does that policy include any paid time or is the leave time unpaid?

	Paid	Unpaid	Don't know	Refused
Total	45	49	6	*

Q17/Q18. Combination Table (Total businesses)

	Total
Business offers time off to care for children	47
Time off to care for children is paid	21
Time off to care for children is unpaid	23
Business does not offer time off to care for children	48
Don't know	5
Refused	*

(Asked of businesses that offer time off to care for children; n = 497)

19. Approximately how many days per year would be available to a full-time employee?

	Total
1-5 days	18
6-10 days	21
11-30 days	18
31-60 days	1
61-90 days	4
91+ days	--
Unlimited number of days	15
Don't know	22
Refused	1

20. How much have you heard or read about how the new Influenza A-H1N1 might affect businesses? Would you say...?

	A LOT/ SOMEWHAT			NOT MUCH/NOTHING			Don't know	Refused
	NET	A lot	Somewhat	NET	Not very much	Nothing at all		
Total	84	48	36	16	13	3	*	--

21. To the best of your knowledge, have there been cases of influenza A-H1N1 among people in the community or communities in any of the places where your business is located, or have there not been any cases?

	Yes, have been cases	No, have not been cases	Don't know	Refused
Total	38	56	6	*

(Total businesses answering; n = 923)

22. To the best of your knowledge, have schools in any of the communities where your employees live closed due to Influenza A- H1N1 since the outbreak began in April, or haven't any schools in those communities closed because of Influenza A - H1N1?

	Yes	No	Don't know	Refused
Total	26	66	8	--

**Missing cases: there are 134 businesses who were not asked Q22

23. During the spring outbreak of influenza A-H1N1, did your business have any discussions about how the outbreak might affect your operations or employees, or did you not discuss that?

	Yes, had discussions	No, did not discuss that	Don't know	Refused
Total	60	37	3	*

(Asked of businesses that had discussions about how the outbreak might affect operations or employees; n = 591)

24. Did your business develop any written emergency plans or revise existing plans related to influenza A-H1N1, or did they not do that?

	Yes, did	No, did not	Don't know	Refused
Total	51	45	4	*

Q23/Q24. Combination Table (Total businesses)

	Total
Had business discussions about outbreak	60
Developed/revise emergency plans	31
Did not develop/revise emergency plans	27
No business discussions about outbreak	37
Don't know	3
Refused	*

25. In response to the outbreak of influenza A-H1N1 this past spring, did your business change any human resources policies in order to make it easier for employees to stay home when they are sick or need to care for sick family members, or did they not do that?

	Yes, did	No, did not	Don't know	Refused
Total	12	84	3	*

26. Did your business ask local public health officials for assistance or information in responding to the H1N1 outbreak this spring or for planning for a pandemic flu outbreak or did they not do that?

	Yes, did	No, did not	Don't know	Refused
Total	24	66	10	*

27. Did your business provide employees with information about what your business might do in an emergency related to the influenza A-H1N1 outbreak or pandemic?

	Yes	No	Don't know	Refused
Total	40	56	4	--

28. Although the outbreak of influenza A-H1N1 was fairly mild in the spring of this year, some public health officials think that it may return this fall and it may be much more widespread and possibly more severe. The illness may spread rapidly from person-to-person, and there may be many more people who get very sick from it. There is even the possibility that many more people will die from the illness.

How likely do you think it is that this scenario will happen? Do you think that is very likely, somewhat likely, not very likely or not at all likely?

	LIKELY			NOT LIKELY			Don't know	Refused
	NET	Very	Somewhat	NET	Not very	Not at all		
Total	52	7	45	42	36	7	5	1

29. If there were a widespread number of cases this fall and winter where people are getting very sick, how concerned would you be that it would negatively affect your business? Would you be...?

	CONCERNED			NOT CONCERNED			Don't know	Refused
	NET	Very	Somewhat	NET	Not very	Not at all		
Total	84	44	40	15	12	3	1	*

30. Suppose for a minute an outbreak like this did occur in the communities around your business. Public health officials will likely recommend that sick people stay at home. Under these circumstances, do you think your business would make changes to its human resources policies in order to make it easier for employees to stay home when they are sick or need to care for sick family members, or wouldn't it do that?

	Yes, would	No, would not	Don't know	Refused
Total	49	38	13	*

31. Do you think the business would...?

(Asked of businesses that do not currently offer sick time, but would make changes to HR policies if outbreak occurs; n = 53)

- a. Begin offering sick leave

	Yes	No	Don't know	Refused
Total	15	74	11	*

(Asked of businesses that offer sick time to at least some employees, and would make changes to HR policies if outbreak occurs; n = 478)

- b. Increase the number of employees who have sick leave

	Yes	No	Don't know	Refused
Total	34	54	12	--

(Asked of businesses that offer sick time to at least some employees, and would make changes to HR policies if outbreak occurs; n = 478)

- c. Extend the amount of sick time employees could take

	Yes	No	Don't know	Refused
Total	56	34	10	1

(Asked of businesses that offer sick time to at least some employees and requires a doctor note to take sick time, and would make changes to HR policies if outbreak occurs; n = 187)

- d. No longer require a doctor's note to be able to take sick time

	Yes	No	Don't know	Refused
Total	18	76	7	--

(Asked of businesses that offer sick time to at least some employees and requires a doctor note to return to work if was contagious, and would make changes to HR policies if outbreak occurs; n = 333)

e. No longer require a doctor's note to return to work

	Yes	No	Don't know	Refused
Total	17	77	6	--

(Asked of businesses that do not currently offer family sick leave, but would make changes to HR policies if outbreak occurs; n = 49)

f. Begin offering time off for employees to care for sick family members

	Yes	No	Don't know	Refused
Total	51	42	7	--

(Asked of businesses that offer family sick leave, and would make changes to HR policies if outbreak occurs; n = 482)

g. Increase the number of employees who can take time off to care for sick family members

	Yes	No	Don't know	Refused
Total	55	33	12	--

(Asked of businesses that offer family sick leave, and would make changes to HR policies if outbreak occurs; n = 482)

h. Extend the amount of time employees could take to care for sick family members

	Yes	No	Don't know	Refused
Total	63	25	11	1

(Asked of businesses that do not currently offer time off to care for children, but would make changes to HR policies if outbreak occurs; n = 259)

i. Begin offering time off for employees to care for children when schools or daycares are closed

	Yes	No	Don't know	Refused
Total	60	25	15	*

(Asked of businesses that offer time off to care for children, and would make changes to HR policies if outbreak occurs; n = 272)

j. Increase the number of employees who can take time off to care for children when schools or daycares are closed

	Yes	No	Don't know	Refused
Total	65	26	9	--

(Asked of businesses that offer time off to care for children, and would make changes to HR policies if outbreak occurs; n = 272)

- k. Extend the amount of time employees could take to care for children when schools or daycares are closed

	Yes	No	Don't know	Refused
Total	69	23	8	--

32. I am now going to read you two statements about how a business might think about employee sick days during an outbreak of influenza A-H1N1 as I have described. Please tell me which of the following two statements comes closest to your view?

	Total
It is better to have employees who say they are sick stay at home because that way they will not infect other employees at work - even though the business will have fewer people on the job	96
It is better to have employees who say they are sick come to work because the business needs more people on the job and they may not infect other employees	2
Don't know	1
Refused	1

- 33-37. In addition to recommending that sick people stay home, some public health officials are likely to make other kinds of recommendations to businesses to help slow the spread of the disease. As I read from a list of possible recommendations, please tell me: What is the longest amount of time that you think your business could DO THIS without running into significant problems? If you think you could not do this for even one day without running into significant problems, please tell me.

Do you think you could (INSERT) without running into significant problems for # weeks?

Q33a/Q34a/Q35a/Q36a/Q37a. Combination Table (Total businesses)

- A. Stagger employees' shifts in order to increase distances between people at the business site and on mass transit. What is the longest amount of time that you think your business could DO THIS without running into significant problems?

	Total
YES, COULD DO WITHOUT SIGNIFICANT PROBLEMS FOR SOME PERIOD OF TIME (NET)	68
Could do for 7-8 weeks	39
Could do for 5-6 weeks	3
Could do for 3-4 weeks	6
Could do for 1-2 weeks	11
Could do for a day, but less than a week	9
Could not do this for even one day	24
Not applicable	5
Don't know	3
Refused	*

Q33b/Q34b/Q35b/Q36b/Q37b. Combination Table (Total businesses)

B. Physically arrange workplaces to limit contact between employees. What is the longest amount of time that you think your business could DO THIS without running into significant problems?

	Total
YES, COULD DO WITHOUT SIGNIFICANT PROBLEMS FOR SOME PERIOD OF TIME (NET)	55
Could do for 7-8 weeks	24
Could do for 5-6 weeks	2
Could do for 3-4 weeks	4
Could do for 1-2 weeks	14
Could do for a day, but less than a week	11
Could not do this for even one day	41
Not applicable	1
Don't know	2
Refused	1

Q33c/Q34c/Q35c/Q36c/Q37c. Combination Table (Total businesses that provide products or services to customers on a face-to-face basis; n = 802)

C. Physically arrange workplaces to limit contact between employees and customers or clients . What is the longest amount of time that you think your business could DO THIS without running into significant problems?

	Total
YES, COULD DO WITHOUT SIGNIFICANT PROBLEMS FOR SOME PERIOD OF TIME (NET)	54
Could do for 7-8 weeks	23
Could do for 5-6 weeks	3
Could do for 3-4 weeks	6
Could do for 1-2 weeks	10
Could do for a day, but less than a week	11
Could not do this for even one day	43
Not applicable	1
Don't know	2
Refused	*

Q33d/Q34d/Q35d/Q36d/Q37d. Combination Table (Total businesses)

D. Identify workers who perform duties that could be temporarily suspended and allow these workers to stay home while getting paid. What is the longest amount of time that you think your business could DO THIS without running into significant problems?

	Total
YES, COULD DO WITHOUT SIGNIFICANT PROBLEMS FOR SOME PERIOD OF TIME (NET)	67
Could do for 7-8 weeks	18
Could do for 5-6 weeks	4
Could do for 3-4 weeks	9
Could do for 1-2 weeks	20
Could do for a day, but less than a week	16
Could not do this for even one day	27
Not applicable	2
Don't know	3
Refused	1

Q33e/Q34e/Q35e/Q36e/Q37e. Combination Table (Total businesses)

E. Have all employees who can work from home do so. What is the longest amount of time that you think your business could DO THIS without running into significant problems?

	Total
YES, COULD DO WITHOUT SIGNIFICANT PROBLEMS FOR SOME PERIOD OF TIME (NET)	50
Could do for 7-8 weeks	21
Could do for 5-6 weeks	3
Could do for 3-4 weeks	6
Could do for 1-2 weeks	12
Could do for a day, but less than a week	9
Could not do this for even one day	43
Not applicable	5
Don't know	2
Refused	*

(Total businesses that could have all employees who can work from home do so for at least a day; n = 624)

38. Approximately, what percentage of your workforce could work from home for this length of time?

	Total
1-10%	40
11-25%	16
26-50%	23
51-75%	6
76-100%	7
Don't know	7
Refused	1

39. If there is a fall or winter influenza A-H1N1 outbreak in the communities around your business, public health and school officials may close schools and daycares there to help slow the spread of the disease. First let me ask you, approximately what percent of your employees have children in schools or daycare?

	Total
LESS THAN 50% (NET)	57
Less than 10%	19
10%-24%	15
25%-49%	22
50% + (NET)	27
50%-74%	18
75% or more	9
Don't know	15
Refused	*

- 39a. And, what is your best estimate of what percent of your employees with children in school or daycare would have to stay home to care for them if the schools and daycares closed?

	Total
LESS THAN 50% (NET)	66
Less than 10%	28
10%-24%	21
25%-49%	18
50% + (NET)	21
50%-74%	13
75% or more	8
Don't know	13
Refused	*

40. In total, many employees may have to stay home during a flu outbreak because they are ill or have to take care of family members who are ill, or because schools are closed, or other related reasons. I am going to ask you to tell me the minimum percentage of employees that you would need to have working in order to keep your business going and prevent severe operational problems. I am going to ask you about four separate time periods. First, think about a one week period: What is the minimum percentage of employees that you would need working in order to avoid having severe operational problems for a one week period?

	Total
MORE THAN 50%	48
100%	2
90%	10
80%	14
70%	13
60%	9
50% OR LESS (NET)	42
Between 26% and 50%	29
25% or less	13
Don't know	10
Refused	*

41. Now let's think about a two week period: What is the minimum percentage of employees working that you would need in order to avoid having severe operational problems for a two week period?

	Total
MORE THAN 50%	56
100%	3
90%	12
80%	17
70%	13
60%	11
50% OR LESS (NET)	33
Between 26% and 50%	25
25% or less	8
Don't know	11
Refused	*

42. And how about for one month: What is the minimum percentage of employees working that you would need in order to avoid having severe operational problems for a one month period?

	Total
MORE THAN 50%	65
100%	8
90%	17
80%	17
70%	14
60%	9
50% OR LESS (NET)	22
Between 26% and 50%	17
25% or less	5
Don't know	13
Refused	1

43. And finally, for two months: What is the minimum percentage of employees working that you would need in order to avoid having severe operational problems for a two month period?

	Total
MORE THAN 50%	69
100%	13
90%	18
80%	19
70%	12
60%	7
50% OR LESS (NET)	18
Between 26% and 50%	14
25% or less	4
Don't know	12
Refused	1

49. How interested do you think your business would be in learning more about each of the following issues related to Influenza A - H1N1 preparedness – Very interested, somewhat interested, not very interested, not at all interested?

a. Keeping employees safe in the workplace

	INTERESTED			NOT INTERESTED			Don't know	Refused
	NET	Very	Somewhat	NET	Not very	Not at all		
Total	77	48	29	21	11	10	2	*

b. Stockpiling antiviral medication

	INTERESTED			NOT INTERESTED			Don't know	Refused
	NET	Very	Somewhat	NET	Not very	Not at all		
Total	44	15	28	52	24	28	4	1

c. Coping with absenteeism and a reduced work staff

	INTERESTED			NOT INTERESTED			Don't know	Refused
	NET	Very	Somewhat	NET	Not very	Not at all		
Total	59	23	36	38	21	17	2	*

d. Planning for disruptions to supply network

	INTERESTED			NOT INTERESTED			Don't know	Refused
	NET	Very	Somewhat	NET	Not very	Not at all		
Total	59	25	34	37	19	18	3	*

50. How likely would your business be to turn to each of the following sources for information about influenza A-H1N1 planning – very likely, somewhat likely, not very likely, not at all likely?

a. Federal health agency websites such as the Centers for Disease Control and Prevention's website

	LIKELY			NOT LIKELY			Don't know	Refused
	NET	Very	Somewhat	NET	Not very	Not at all		
Total	82	54	28	15	8	7	2	*

b. State and local public health departments

	LIKELY			NOT LIKELY			Don't know	Refused
	NET	Very	Somewhat	NET	Not very	Not at all		
Total	85	55	30	13	8	5	2	*

c. A local Chamber of Commerce

	LIKELY			NOT LIKELY			Don't know	Refused
	NET	Very	Somewhat	NET	Not very	Not at all		
Total	52	20	33	44	25	19	3	*

d. Professional or Trade organizations

	LIKELY			NOT LIKELY			Don't know	Refused
	NET	Very	Somewhat	NET	Not very	Not at all		
Total	53	22	31	43	24	19	4	*

e. The Department of Homeland Security

	LIKELY			NOT LIKELY			Don't know	Refused
	NET	Very	Somewhat	NET	Not very	Not at all		
Total	50	21	29	45	26	19	5	*

52. Does your business offer health insurance or reimbursement for healthcare expenses to all employees, some employees or no employees?

	AT LEAST SOME EMPLOYEES			No Employees	Don't know	Refused
	NET	All employees	Some employees			
Total	93	38	55	6	*	1

53. Does your business participate in any program to encourage yearly vaccination against the seasonal flu among employees?

	Yes	No	Don't know	Refused
Total	50	48	2	1