Fitwel Social Support Group Protocol

This document provides project teams with a list of the required elements that must be included in a social support group protocol. Project teams can either use this document as a guide to establish and implement a qualifying protocol or highlight the required sections in existing policies or protocols.

A qualifying protocol for social support groups must include the following:

1. **Implementation**
   - when implementing the protocol in multi-tenant commercial buildings, the protocol must apply to all full-time employees of the areas under the control of the building management.
   - when implementing the protocol in residential buildings, the protocol must apply to all full-time employees of the areas under control of the building management, and all residents.
   - when implementing the protocol in single tenant buildings and commercial interior spaces, the protocol must apply to all full-time employees of tenant spaces.

2. **Publicity**
   Requires groups be publicized to all eligible employees through **one** of the following:
   - a digital platform, such as a website, digital application, or display screen in common areas.
   - communication material, such as notification emails or newsletters.

3. **Inclusion**
   Requires inclusion of groups that fall into a minimum of:
   - **one** of the following identity groups:
     - gender
     - People Of Color
     - illness
     - (Dis)ability
     - LGBTQ+
   - **one** of the following life stage and interest groups:
     - bereavement or loss
     - parents
     - solo dwellers
     - caregivers
     - managers
• essential workers
• expectant mothers
• special interest groups such as advocacy, athletics, or arts

4. **Scheduling**

Requires a schedule that permits the groups to meet at least *once* a month.

5. **Continuity Plan**

Requires a continuity plan that details how the identified groups will continue to meet virtually in the event of a long-term closure (2 weeks or more) or significant reduction in occupancy (more than 25%). When social support groups are virtual, a continuity plan is not required.

6. **Growth**

Requires a protocol for recommending of new social support groups