	Title: COVID-19 Vaccination	
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Definitions


COVID-19 disease (coronavirus disease 2019) (SARS_CoV-2) - a potentially lethal, contagious respiratory disease caused by the Coronavirus 2019 virus that can initially infect the nose, throat, lungs, and digestive system and can result in respiratory failure, cardiac injury, strokes, pulmonary emboli, encephalopathy, and shock. It is spread via respiratory droplets, contaminated surfaces and inhalation of airborne particles.

COVID- 19 Pandemic - the COVID-19 outbreak occurring worldwide, over a very wide area, crossing international boundaries and affecting a large number of people, as declared by the U.S. government.

COVID-19 Vaccination – an FDA-approved product that stimulates a person’s immune system to produce immunity to the COVID-19 virus, protecting the person from COVID-19 disease.

Policy:


1. Mandatory COVID-19 vaccination is a requirement for every worker at any SEARHC facility, including all employees, students, volunteers, contractors, and external providers.
2. Exceptions to the required immunization may include:
 - a. Pregnancy or breastfeeding
 - b. History of anaphylaxis
 - c. Documented allergy to the vaccine or one of its components
 - d. History of Guillain-Barre syndrome
 - e. Receipt of COVID monoclonal antibodies (within 90 days)
 - f. Existing COVID illness under quarantine
 - g. Persons whose sincere religious observances and practices related to life, purpose, or death oppose vaccines – documentation from a religious leader will be required.
3. Approved documentation is required for all exceptions.
4. Employees who receive the COVID -19 vaccination must provide SEARHC with the documentation to become part of the employee’s Employee Health record.
5. Workforce members not employed by SEARHC (i.e. contractors, volunteers, students) must present proof of immunization to the Employee Health Department.

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6. There is no charge for any healthcare worker at SEARHC to receive the COVID-19 vaccination that is given at a SEARHC facility or immunization event.
7. Employees choosing not to be vaccinated or who have not received an approved exception form by the designated date will be considered as “voluntarily separated” from employment with SEARHC, with the following exceptions:
 - a. They are affected by an unanticipated scarcity of the COVID-19 vaccine.
 - b. They must delay either the COVID-19 vaccination or the influenza vaccination by 14 days as this is the currently recommended interval between vaccines.
8. Documentation of the immunization will be kept in the SEARHC Employee Health files: Staff who receive the immunization from a source outside the SEARHC system must bring in a copy of the vaccination form that has the appropriate information (i.e. vaccine lot number, date of receipt, the person giving) to be placed in their file.
9. Any person covered by this policy who fails to comply with the vaccination requirement or the exception process will be subject to disciplinary action, up to and including termination of employment.

Procedure:

1. New hires must present proof to SEARHC that they have received their first COVID-19 vaccination or the single dose vaccination prior to their first day of employment. Barring an approved exception, new hires must receive their second scheduled COVID-19 vaccination on their scheduled date.
2. Multiple COVID-19 vaccination opportunities will continue to be held so employees will have easy access to the vaccine if they choose to be vaccinated by SEARHC.
3. Exception forms may be obtained from Employee Health or on MCN and **must** be filled out and returned to the Employee Health office. All exceptions will be reviewed, and an approval determination will be made by a designated review team made up of key leaders, including a Medical Director or the Chief Medical Officer.
4. The employee will be notified if the exception was approved as soon as possible but prior to the designated deadline. If the exception is not approved, the employee will need to take further steps to comply with the policy as directed by the review team.

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5. Employee Health shall maintain a list of employees who have received and not received the COVID-19 vaccination and will be responsible for notifications to the supervisors/managers regarding employee compliance.

6. Managers are responsible for assisting with a safe working and patient environment, helping to ensure that staff who have not been vaccinated are wearing respirators as appropriate.

References:

1. [Cdc.gov/vaccines/covid-19](https://www.cdc.gov/vaccines/covid-19)