

<b>Temiskaming Hospital - Policy</b>			
Authorized by	President & CEO	Number	<b>OHS-20</b>
Responsible	Occupational Health; Vice President, Corporate Services and CFO	Effective Date	30-November-2021
Distribution	All Staff, Students, Medical Students / Residents, Professional Staff, Volunteers (including Board of Directors and its Committees), Contractors, Tenants	Reviewed	See footer
<b>MANDATORY COVID-19 VACCINATION</b>			

### **Purpose**

Temiskaming Hospital (TH) is committed to health and safety and recognizes the importance of COVID-19 vaccination of Health Care Workers. As a healthcare organization TH has a responsibility to take every reasonable measure to keep our patients, and those who care for them, safe due to the nature of its work with vulnerable patients and the potential for exposure in the community.

The purpose of this policy is to outline the expectations related to mandatory COVID-19 immunization, including tracking vaccination, documentation for medical contraindication and antigen testing for those who are not fully vaccinated on or before the required date.

This policy applies to all staff (on site and working from home), including but not limited to, credentialed medical staff, contractors, volunteers (including members of the Hospital and Foundation's Board of Directors and its committees), students, medical learners, locums and newly credentialed medical staff.

### **STATEMENT OF POLICY:**

The COVID-19 Vaccination Surveillance Program meets and exceeds the requirements of Regulation 965 Hospital Management under the Public Hospitals Act and Directive #6 issued August 17, 2021 by the Chief Medical Officer of Health.

Vaccination against COVID-19 is mandated for the following reasons:

1. To achieve high rates for COVID-19 vaccination in order to:
  - Protect patients (many of whom are at high risk for serious health effects related to COVID-19 illness) who interact with and receive services from workers and volunteers;
  - Protect Health Care Workers;
  - Protect colleagues and family including those who may be at high risk for serious effects related to COVID-19 illness;
  - Minimize the risk of COVID-19 transmission and outbreaks in our facilities and protect the ability of the organization to provide and maintain the services we deliver to patients.

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2. To minimize risk and to assist with the decision making on resumption of services and discontinuation of certain infection prevention and control practices and personal protective equipment (PPE) in line with any updates to provincial requirements.

**Procedure**

1. It is mandatory that all HCWs receive the COVID-19 vaccine unless it is medically contraindicated.
2. Proof of full vaccination and documentation for medical contraindications are provided to the Occupational Health Department.
  - a. Without written documentation, individuals are considered not immunized.
  - b. Occupational Health will record this personal health information in the Occupational health and safety confidential health record database.
  - c. Individuals who believe that they may have medical exemption to receiving a COVID-19 vaccine are to call the Occupational Health Department for further information.
3. In Ontario, the only accepted proof of COVID-19 vaccination is the receipt provided by the Ministry of Health (MOH).
  - a. For those vaccinated outside of Ontario, acceptable proof is based on the criteria provided by the province/state in which they received their vaccine. Only vaccines approved by the National Advisory Committee on Immunization (NACI) will be accepted.
  - b. Proof shall include name, date of birth, date of vaccination, vaccine name, lot number and name of the health care practitioner administering the vaccine.
  - c. A copy of an individual's Ontario COVID-19 vaccine receipts can be obtained at <https://covid19.ontariohealth.ca>.
4. All existing staff and existing credentialed medical staff, Board and Board committee members, excluding those with a documented medical exemption accepted by TH's Occupational Health Department, are required to meet the following expectations and timelines:
  - **December 10, 2021** – Provide evidence of first dose of COVID-19 vaccination to the Occupational Health Department
  - **January 7, 2022** - Provide evidence of two doses of COVID-19 vaccination to the Occupational Health Department

In addition:

- Employees and credentialed professional staff on an approved leave of absence ( e.g. short or long-term disability, statutory leave) whose confirmed return to work is on or before December 13, 2021, excluding employees with a documented medical exemption accepted by TH's Occupational Health Department, are expected to comply with the expectations and timelines noted above;
- Employees and credentialed professional staff whose return to work date is after December 13, 2021, must provide medical evidence of two doses of COVID-19 vaccination, excluding employees with a documented medical exemption accepted by

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TH's Occupational Health Department, in order to be cleared to return back to work by the Occupational Health Department;

- Employees who submitted medical exemptions to TH's Occupational Health Department before September 15, 2021, will be required to get reassessed by their primary care provider in line with the Ministry of Health's updated guidance for medical exemptions and either submit an updated documented medical exemption that is accepted by TH's Occupational Health Department or provide evidence of first dose of COVID-19 vaccination by December 10, 2021. Failing to do so will result in leave without pay and potential termination of employment with the expectations and timelines specific to each employee case communicated to them in writing.
5. Individuals, who are not fully vaccinated and are in compliance with this policy, will be required by Occupational Health to regular COVID-19 antigen testing until two weeks after their second dose of the vaccine, with frequency to be determined by TH, the frequency of which may change at the discretion of TH.
6. Consequences for failure to comply with the COVID-19 Vaccine Surveillance Program include:  
**December 10, 2021:** Provide proof of first dose of COVID-19 vaccination to the Occupational Health Department. **Leave without pay** for staff and suspension for credentialed professional staff who have not provided evidence of their first dose of COVID-19 vaccination, excluding those with a documented medical exemption accepted by the Occupational Health Department.  
**December 31, 2021: Termination** for staff and revocation for credentialed professional staff who have not provided evidence of their **first dose** of COVID-19 vaccination, excluding those with a documented medical exemption accepted by the Occupational Health Department.  
**January 7, 2022:** Provide evidence of **two doses** of COVID-19 vaccination to the Occupational Health Department. **Leave without pay** for staff and suspension for credentialed professional staff who have not provided evidence of their second dose of COVID-19 vaccination, excluding those with a documented medical exemption accepted by the Occupational Health Department.  
**January 21, 2022 -** Provide evidence of two doses of COVID-19 vaccination to the Occupational Health Department. **Termination** for staff and revocation for credentialed professional staff who have not provided evidence of **two doses** of COVID-19 vaccination, excluding those with a documented medical exemption accepted by the Occupational Health Department.
7. Departments overseeing contractors and tenants will be responsible for ensuring adherence to this policy. The businesses will be responsible for managing, tracking and reporting compliance to TH. Contractors who work inside the Hospital must complete the policy requirements before starting at TH. In the event of an exposure to COVID-19, a copy of the individuals' proof of vaccination status must be provided to the Occupational Health Department.

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- 8. Full vaccination for COVID-19 is required for all new hires, students, medical learners, locums, new credentialed medical staff and all volunteers. Exceptions may be made for individuals who are unable to receive COVID-19 vaccine for legislative protected reasons (e.g. medical exemption).
  - a) Human Resources will be responsible for advising schools of this policy. The schools will be responsible for managing, tracking and reporting compliance to TH. Individuals must be fully vaccinated for COVID-19 before starting at TH. In the event of an exposure of COVID-19, the schools must be able to provide Occupational Health with a copy of the individuals' proof of vaccination status.
  - b) Administration will be responsible for obtaining and documenting proof of full vaccination for all new credentialed medical staff and locums. Individuals must be fully vaccinated for COVID-19 before starting at TH.
  - c) Volunteer services will be responsible for orientating their volunteers to this policy and for managing, tracking and reporting compliance to TH. Volunteers must be fully vaccinated before starting at TH. In the event of an exposure of COVID-19, a copy of the individuals' proof of vaccination status must be provided to Occupational Health.
  - d) All tenants of TH must be fully vaccinated. Proof of an individual's vaccination status must be provided to TH's Occupational Health department.

**Definitions**

COVID-19: An acute respiratory illness caused by the severe acute respiratory syndrome coronavirus 2 (SARS-CoV-2) virus. It is capable of producing severe symptoms and in some cases death, especially in older people and those with underlying health conditions. It is characterized by fever, cough, shortness of breath and a number of other symptoms.

Full Vaccination: Having received all required doses of a Health Canada-approved vaccine and where 14 days have elapsed following the final vaccine dose. Individuals will be allowed to start work or placement at TH immediately following the second dose. They will not be required to wait the 14 days.

Health Care Worker (HCW): Any person, paid or unpaid, who provides services, works, volunteers or trains in the hospital. This includes TH employees (paid), physicians, medical learners, students, volunteers and contract workers.

Medical Contraindication: Workers who have a medical reason preventing them from receiving the COVID-19 vaccine that is consistent with the Ministry of Health's latest guidance and accepted by TH's Occupational Health Department.

Vaccination: The act of introducing a vaccine into the body to produce immunity to a specific disease. Vaccination is a simple, safe and effective way of protecting people against harmful diseases before they come in contact with them. It uses your body's natural defense to build resistance to specific infections and makes your immune system stronger.

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Contractor: A person or company that undertakes a contract with TH to provide materials or labour to perform a service or complete a job. For the purpose of this directive, contractors include those who:

- Attend inside TH property (exclude those who do not attend on site)
- Attend on property outside and have contact (less than 6 feet with a TH employee or patient)

Tenant: is a person or company that undertakes a lease to occupy space within TH owned facilities. All tenants that occupy space at TH are in scope of Directive #6.

**References**

Occupational Health and Safety Act, 2021  
 Public Hospitals Act 1990  
 Regulation 965 Hospital Management  
 Directive #6, issued August 17, 2021 by the Chief Medical Officer of Health  
 National Advisory Committee on Immunization (NACI), COVID-19,  
 Ontario Agency for Health Protection and Promotion (Public Health Ontario), Provincial Infectious Diseases Advisory Committee.  
 Ministry of Health’s updated guidance for medical exemptions  
 Ontario Occupational Health and Safety Act  
 Ontario Human Rights Code

**Cross References**

COVID-19 Vaccine Screening and Consent Form (Ministry of Health) - [http://www.health.gov.on.ca/en/pro/programs/publichealth/coronavirus/docs/vaccine/COVID-19\\_vaccine\\_screening\\_consent\\_form.pdf](http://www.health.gov.on.ca/en/pro/programs/publichealth/coronavirus/docs/vaccine/COVID-19_vaccine_screening_consent_form.pdf)  
 Form 1557 COVID-19 Vaccination Disclosure  
 COVID-19 Vaccine Fact Sheet Form – [http://www.health.gov.on.ca/en/pro/programs/publichealth/coronavirus/docs/vaccine/COVID-19\\_information\\_sheet\\_pfizer-biontech.pdf](http://www.health.gov.on.ca/en/pro/programs/publichealth/coronavirus/docs/vaccine/COVID-19_information_sheet_pfizer-biontech.pdf)  
 Procedure OHS-IMM-0008 COVID-19 Vaccine Prioritization  
 Report of Adverse Event Following Immunization (AEFI) <https://www.publichealthontario.ca/-/media/documents/A/2020/aeFI-reporting-form.pdf?la=en.pdf>  
 Policy OHS-17 COVID-19 Vaccine Administration and Outbreak Management

<b>Revision History</b>			
<b>Revision</b>	<b>Date</b>	<b>Name</b>	<b>Summary of Changes</b>
2	30-Nov-2021	Occ Health	Renamed “Mandatory COVID-19 Vaccination”. Full policy revision.
1	7-Sept-2021	Occupational Health Nurse	Created ‘OHS-20 COVID-19 Vaccination’

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