


MICs GROUP OF HEALTH SERVICES... Administration/ Policy/Directive	TOPIC: COVID-19 Immunization	NUMBER: EMP-020
	CATEGORY: Employee Health	DATE: June 3, 2021
	DEPARTMENT: Administration	REVISED DATE: July 21, 2021 August 18, 2021 September 7, 2021 September 14, 2021
	AUTHORITY: Chief Executive Officer	
	APPROVED SIGNATURE: 	LAST DATE REVIEWED:

COVID-19 IMMUNIZATION

This policy is to outline organizational expectations in regards to COVID-19 immunization of Team Members, credentialed staff, students, volunteers and contractors and aims to protect all patients/residents and Team Members within MICs facilities.

Regardless of how often a person is at the facility or how much time they spend in the facility, this policy applies to:

- Employees (including Team Members, individuals on contract, individuals employed by an employment agency or other third party)
- Credentialed Staff
- Contractors
- Students
- Volunteers (including Board Members)
- Any business or entities operating on the sites (i.e., North Cochrane Addiction, VON, specialty clinics, NE home and Community Care, etc.)

The policy requires everyone to:

1. **Provide proof of full vaccination against COVID-19 or**
2. **Provide a documented medical reason for not being vaccinated against COVID-19 or**
3. **Participate in a COVID-19 educational program if declining vaccination for any reason other than a medical reason (i.e. religious)**

Staff who meet the criteria as per 2. and 3. above are also required to:

- a. **participate in antigen screening at least weekly, or up to 3 times weekly depending on COVID-19 community prevalence and requirements for your setting (LTC vs Acute Care).**
1. Proof of full vaccination against COVID-19
 - i. The individual received the total required doses of a COVID-19 vaccine approved by Health Canada/WHO and received a vaccination receipt provided by the Ministry of Health.
 2. Written proof of a medical reason, provided by either a physician or registered nurse in the extended class, that sets out:
 - i. that the person cannot be vaccinated against COVID-19 and

- ii. the effective time period for the medical reason. (Once the time period of a medical reason provided has expired, the facility shall ensure that, within 30 days of the medical reason expiring, the individual provides proof of vaccination or proof that the individual completed an educational program).
3. Proof that the individual has completed an educational program that addresses, at a minimum, all of the following:
 - i. how COVID-19 vaccines work
 - ii. vaccine safety related to the development of the COVID-19 vaccines
 - iii. the benefits of vaccination against COVID-19
 - iv. risks of not being vaccinated against COVID-19
 - v. possible side effects of COVID-19 vaccination

No Proof of Vaccination

Where a Team Members, credentialed staff, volunteer or contractor does not provide proof of being fully vaccinated to Employee Health but relies on a medical exemption outlined in option #2, or the education session outlined in option #3, they shall:

- i. Submit to regular antigen point of care testing for COVID-19 and demonstrate a negative result, at intervals consistent with community prevalence, but at a minimum will be once every seven days up to three times weekly for the duration of Directive 5 or 6 depending on setting.
LTC already participating; Acute Care beginning on September 13, 2021
- ii. An individual not on the premises on a weekly basis is not required to submit to weekly testing. In these circumstances such individuals would be required to submit to antigen testing before entry to the facilities' premises.

Volunteers/Board Members

For Board Members who have not provided proof of being fully vaccinated against COVID-19, consideration should be given to the extent to which they are regularly on the hospital/LTC premises to determine testing frequency.

New Volunteers

All new volunteers will be required to provide proof of full vaccination against COVID-19 before commencing duties.

New Team Members

All new Team Members will be required to provide proof of vaccination against COVID-19 as per the letter of offer's conditions of employment.

Contractors

Companies of contracted labour will be required to provide an attestation that all contractors attending the facility are in compliance with this MICs policy program. Leads will need to relay

information about contractors entrance to facilities with Employee Health/Infection Control on a monthly basis (see stakeholder sign-in sheet on SharePoint: <https://sp.micsgroup.com/Forms/COVID-19/External%20Stakeholder%20Sign-in%20Sheet%202021.xlsx>).

Students

Students who are not immunized for COVID-19 will not be allowed to complete placements within our facilities.

Non-Compliance to the COVID-19 Immunization Policy

All Team Members who do not complete the requirements set out in this policy will be subject to being off work without pay until all requirements are met. Culpable non-compliance with this policy may lead to disciplinary action, up to and including termination.

Team Members and volunteers will have up to 30 calendar days counted from September 7, 2021 to meet the applicable policy and antigen screening for Acute Care will commence as of September 13, 2021 (LTC already participating).

***Employee Health/Infection Control will be responsible for tracking and monitoring individuals' compliance with testing requirements and reporting any non-compliance to management.**

Statistical Information

MICs Employee Health/Infection Control will collect, maintain and disclose to the Ministry of Health & Long-Term Care in a manner set out by the Ministry, the following statistical information:

- i. The number of Team Members, credentialed staff, contractors, volunteers and students that provided proof of being fully vaccinated against COVID-19
- ii. The number Team Members, credentialed staff, contractors, volunteers and students that provided a documented medical reason for not being fully vaccinated against COVID-19
- iii. The number of Team Members, credentialed staff, contractors and volunteers that completed an educational session about the benefits of COVID-19 vaccination in accordance with this policy, where applicable and
- iv. The total number of MICs Team Members, credentialed staff, contractors, volunteers and students to whom this Directive applies.