

ST. LEONARD'S PLACE PEEL



Policy & Procedure

Policy/Procedure Name	COVID-19 Immunization Policy OP10
Policy/Procedure Number:	OP-10
Category (ies):	Operations (OP)
Subject (s)	Policy for COVID Immunization
Approved By:	Leslie Barnes, CEO
Effective Date:	2021-08-27
Review Date(s):	2022-08-27

Policy

SLPP staff members are required to provide full proof of vaccination, a medical reason for not being vaccinated, or complete a COVID-19 vaccine educational program. Individuals who do not provide proof of full vaccination against COVID-19 will be required to undergo regular antigen testing.

Purpose

In order to ensure compliance with the Government of Ontario's recent mandate, hospitals and community care service providers in the province must implement an Immunization Policy.

On August 17, 2021, the Government of Ontario announced that it is taking increased measures to protect the province's vulnerable populations. This includes making COVID-19 vaccination policies mandatory in high-risk settings. Hospitals and community care service providers must have a COVID-19 vaccination policy for all staff. A number of vaccines have been developed to prevent serious health effects associated with Coronavirus ("COVID-19"), and are being made widely available to the public. The purpose of this policy is to ensure compliance with the Government of Ontario's health measures, track the immunization rate of staff, and encourage vaccine uptake.

Procedure

MANAGEMENT RESPONSIBILITIES

As per the Provincial Government's mandate, all hospitals and community care service providers are required to track the implementation of their policies, including overall staff immunization rates. The immunization status of individual staff members will not be shared with the province.

Management will report on the following:

- the total number of staff members;
- the total number of staff members who have submitted proof of immunization; and
- The number of individuals who submitted each type of proof.

Management should ensure staff is aware of the availability of statutory COVID-19 related leaves, as this could result in more workers receiving the vaccine. Ontario has announced that the province would provide 3 paid sick days to assist employees with COVID-19 related absences, such as receiving a vaccine or recovering from symptoms related to immunization.

STAFF MEMBER RESPONSIBILITIES

Each staff member must do **one** of the following:

- Provide proof of COVID-19 vaccine administration as per the following requirements:
 - if the individual has only received the first dose of a two-dose COVID-19 vaccination series approved by Health Canada, proof that the first dose was administered and, as soon as reasonably possible, proof of administration of the second dose; or,
 - if the individual has received the total required doses of a COVID-19 vaccine approved by Health Canada, proof of all required doses.
- Provide written proof of a medical reason, provided by either a physician or registered nurse in the extended class, that sets out:
 - that the employee cannot be vaccinated against COVID-19; and
 - the effective time period for the medical reason.
- Provide proof that the employee has completed an approved educational program that addresses, at a minimum, all of the following:
 - how COVID-19 vaccines work;
 - vaccine safety related to the development of the COVID-19 vaccines;
 - the benefits of vaccination against COVID-19;
 - risks of not being vaccinated against COVID-19; and
 - possible side effects of COVID-19 vaccination.

Even with vaccination, all staff and visitors must continue to practice public health measures. These measures include mask wearing, physical distancing, hand hygiene, and staying home when they are sick.

Acknowledgement & Agreement

I acknowledge that I have read, understand and agree to abide by SLPP COVID-19 Immunization Policy.

SIGNATURE:

Employee

NAME:

Print

DATE:
