



WOODSTOCK HOSPITAL

Department/Category	Occupational Health Services			
Policy Name/ Unit Number	COVID-19 Vaccination Requirements			
Location	Occupational Health and Safety Manual			
Approval Committees	<input type="checkbox"/> CPC: <input type="checkbox"/> NAC: <input type="checkbox"/> MAC: <input type="checkbox"/> P and T: <input type="checkbox"/> Board of Directors: <input checked="" type="checkbox"/> Senior Team: <input type="checkbox"/> Patient and Family Advisory: <input checked="" type="checkbox"/> Other: JHSC			
Signature (if applicable)				
Document Owner Occupational Health	Original Date August 2021	Reviewed Date August 2022	Revision Date August 2021	Page 1 of 5

1. Background

COVID-19 is a serious disease caused by a highly contagious virus that has led to millions of fatalities and affected hundreds of millions of people worldwide. COVID-19 most often causes respiratory symptoms and can lead to a variety of other serious health problems.

2. Purpose

The purpose of this policy is to outline the parameters and expectations related to COVID-19 immunization. This includes the following processes:

- tracking of COVID-19 vaccinations
- approved medical exemption
- declination
- test requirements for unvaccinated Workers
- education requirements for unvaccinated Workers

Woodstock Hospital recognizes the importance of immunization of all Workers and affiliates. The COVID-19 immunization program is designed to meet the requirements of the Public Hospitals Act 1990, Revised Statutes of Ontario, Regulation 965. In keeping with our Mission, Vision and Values we are accountable to our staff, physicians, volunteers, students and workers to provide a COVID-19 immunization program. This policy ensures the safety of patients, clients, visitors, volunteers, Workers and affiliates, while providing current Workers with the right to exercise choice regarding their personal vaccination decision.



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3. Applicability

This policy applies to all individuals engaged in any activities within the hospital, including but not limited to employees, students, physicians, volunteers, contract workers, third party vendors or contract workers, drug/equipment representatives, and agency staff. This policy does not apply to patients or visitors.

4. Definitions

Worker- The term Worker within this policy refers to Woodstock Hospital employees, students, physicians, volunteers, Board Members, contract workers (Aramark, Garda, Honeywell), and agency staff.

COVID-19 – Acute respiratory illness caused by the severe acute respiratory syndrome coronavirus 2 (SARS-CoV-2) virus. It is characterized by fever, cough, shortness of breath and a number of other symptoms. Asymptomatic infection and subsequent transmission has been documented. COVID-19 is primarily transmitted person-to-person through respiratory droplets. The risk of severe disease increases with age and is elevated in those with underlying medical conditions.

COVID-19 Outbreak – Defined as two or more nosocomial and epidemiologically-linked cases (patients or staff) with lab-confirmed COVID-19 infection within a specific area (unit or department) occurring within 14 days. An outbreak would be declared in collaboration with Infection Prevention and Control and Southwestern Public Health.

Immunization – A process by which a person becomes protected against a disease through vaccination.

Medical Contraindications – Workers who have a medical reason preventing them from receiving the COVID-19 vaccine.

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 into contact with them. It uses the body's natural defense system to build resistance to specific infections and make your immune system stronger.

5. COVID-19 Safety Recommendations

Workers have the potential of acquiring and transmitting COVID-19 to other Workers, and those under their care. The most effective measures to mitigate the impact of COVID-19 are to:

- receive a government approved COVID-19 vaccine(s);



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- wear a hospital approved medical mask, and other personal protective equipment (PPE) as prescribed
- perform proper hand hygiene; and
- maintain physical distancing when possible

It is the position of the National Advisory Committee on Immunization (NACI) that:

- Those most likely to transmit COVID-19 to those at high risk of severe illness and death from COVID-19, and workers essential to maintaining the COVID-19 response including healthcare workers, be prioritized to receive the COVID-19 vaccine.
- The authorized COVID-19 vaccines that are recommended for use by NACI have been shown to be safe, as well as efficacious against symptomatic laboratory-confirmed COVID-19 disease.
- Everyone in Canada should be vaccinated against COVID-19 once the vaccine is available to them.

6. COVID-19 Vaccination Program

All Workers who are eligible to receive the vaccine must inform the Occupational Health Department of their immunization status and intention by **SEPTEMBER 7, 2021**, by one of the following:

- i. Receipt of COVID-19 vaccinations (both doses).
- ii. Medical documentation provided by a physician or nurse practitioner outlining the medical contraindication(s) for not being fully vaccinated against COVID-19, and the effective time period, either permanent or time limiting, for the medical reason. If time limited, the note should include the length of time.
 - The Worker's request for medical exemption will be reviewed by the Woodstock Hospital Occupational Health nurse or physician for purpose of validating the medical exemption.
- iii. Where a Worker elects to not be vaccinated, they are required to complete a Declination of COVID-19 Vaccine form (see Appendix A) and complete a COVID-19 vaccine education module within 30 days of this policy going into effect. If after completion of that module, the Worker elects not to be vaccinated, no further action is required. Should, however, they choose to be vaccinated, they must provide proof of vaccination or will be assumed to be unvaccinated.

Effective September 7, 2021 all new Workers will be required to provide proof of COVID-19 immunization prior to starting employment at Woodstock Hospital.



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Proof of Vaccinations

After vaccination, individuals with an Ontario photo health card can log into the provincial portal (<https://covid19.ontariohealth.ca/>) to download an electronic COVID-19 vaccine receipt (PDF) for each dose received. Receipts are available for first and second doses received in Ontario regardless of where you were vaccinated in Ontario.

To log in individuals will need:

- a green photo health (OHIP) card
- date of birth
- postal code

COVID-19 Education

Where a Worker elects to be unvaccinated, they are required to complete a mandatory COVID-19 vaccination education module. This education module includes:

- 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
- possible side effects of COVID-19 vaccination; and
- how to get vaccinated

COVID-19 Testing Requirements for Unvaccinated Workers

Woodstock Hospital is required to ensure that Workers who are not fully vaccinated, or do not provide proof of vaccination, are undertaking regular testing and verifying the negative test results.

- A person is considered **fully vaccinated**: fourteen (14) days after receiving **two doses** of a Health Canada approved COVID-19 vaccine.
- A person is considered **partially vaccinated**: fourteen (14) days after receiving **one dose** of a Health Canada approved COVID-19 vaccine. If a person has received a second dose of a Health Canada approved vaccine, they will remain partially vaccinated until 14 days post inoculation.
- A person is considered **unvaccinated**: if they have **not received any doses** of a Health Canada approved COVID-19 vaccine.

All COVID-19 unvaccinated or partially vaccinated Workers are required to submit to COVID-19 antigen point of care testing and demonstrate a negative test result prior to commencing all shifts. This mandatory test is to be completed on the Workers own time 24 hours prior to the start of their shifts. Self-testing, on arrival and on-site



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will be carried out in meeting room L104 (Lower Level), 7 days a week, between the hours of:

- 06:30am – 09:30am
- 10:30am – 11:00am
- 06:30pm – 07:00pm

Workers are responsible for ensuring that the tests and results are completed and available 24hrs prior to the start of their shift. The antigen test results must be shown to the test facilitator when collected during one of the three identified testing times.

All Workers with a positive antigen test will be required to self-isolate, and will be subject to a Polymerase Chain Reaction (PCR) test immediately to confirm the result. The Woodstock Hospital assessment centre (ext. 3322) has priority appointments available to Woodstock Hospital workers. Workers must notify their director, manager, or supervisor and Occupational Health (ext. 2327) that they will not be into work. The Worker will be on an unpaid leave or may access banked vacation or lieu time as per the worker's collective agreement.

7. Non Compliance

If a Worker fails to comply with the "COVID-19 Vaccination Requirements" policy, they will be placed on an unpaid leave and may be subject to discipline, up to and including termination.

8. COVID-19 Outbreak

In the event of a COVID-19 outbreak, unvaccinated Workers may not be permitted to work in the outbreak area. Unvaccinated Workers may be redeployed to a non COVID-19 outbreak area/unit if able. If redeployment is not possible, the unvaccinated Workers may be excluded from work without pay.

Originator:	Occupational Health Department
Current Review, Revision:	Tracy Brouwer, Occupational Health Nurse; Adam Wlusek, Occupational Health Leader
Reference:	<ol style="list-style-type: none"> 1. Kingston Health Sciences Centre, COVID-19 Staff Vaccination. August 2021 2. Ministers Directive: Long Term Care Home COVID-19 Immunization Policy, effective July 1, 2021 3. Ontario Resource Guide, Chief Medical Officer of Health Directive #6 for Public Hospitals within the means of the Public Hospitals Act, 1990. August 18, 2021, Retrieved August 20, 2021 4. Public Hospitals Act 1990, Revised statutes of Ontario, Regulation 965 5. Recommendations on the use of COVID-19 Vaccines. National Advisory Committee on Immunization (NACI). January 12, 2021, Retrieved March 26, 2021 6. St. Thomas Elgin General Hospital, COVID-19 Vaccination Program. August 26, 2021, Retrieved August 30, 2021



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	7. Sunnybrook Health Sciences Centre, COVID-19 Immunization. March 26, 2021
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