

VII.11.2 Immunization of Employees, Direct Contractors, and Support Staff (this replaces *former policy VII11.2 Administration of Influenza Vaccine to Employees*)

Policy

MVDS strives to uphold its shared responsibility to prevent the spread of infection and avoid causing harm and direct threats to those we support by requiring reasonable precautions in preventing the transmission of vaccine-preventable diseases. Vaccines are one such reasonable precaution. And, to that end, vaccine programs are an essential part of infection prevention and control for slowing or stopping the transmission of infectious and communicable disease and illness. Other examples that are an essential part of infection prevention include, but are not limited to, Personal Protective Equipment (PPE), hand washing, and social distancing.

General Procedures

1. All employees, direct contractors, and support staff who have the potential for exposure to clients of a licensed facility, or who work under our Home Care Agency (HCA) License, or who work in any building or program of MVDS and who are exposed to infectious materials, including bodily substances, contaminated medical supplies, and equipment, contaminated environmental surfaces, or contaminated air are required to obtain vaccines as directed and determined by CDPHE, HCPF, and MVDS.
2. People included in the above definition include, but are not limited to: people who are employed by or contract with MVDS to provide direct services in our group homes or in homes where services under our HCA are provided, whether on a permanent or temporary basis; visiting nursing staff or students working/learning in our group homes; people who are affiliated with our group homes, but who do not receive wages or other remuneration from MVDS; and persons not directly involved in resident care but are potentially exposed to infectious agents that can be transmitted to and from the individual providing services and clients of MVDS.
3. Reporting measures vary with vaccines and MVDS will comply as directed by CDPHE, inclusive of submission of waivers for not attaining identified percentages of compliance, when applicable.
4. When the option of exemptions is available by rule or regulation, MVDS will provide information and documents to employees. For example, a medical exemption must be signed by a physician, physician assistant, advanced practice nurse, or a certified nurse midwife, all who are licensed in the State of Colorado. The signing practitioner will need to state that the vaccination is medically contraindicated as described in the product labeling approved by the FDA. If religious exemptions are allowed to be offered, these need to state the sincerely held religious belief that opposes the vaccination. MVDS may request further information during this process as appropriate.
5. Upon receiving completed exemptions, MVDS Executive Director and the Director of Human Resources will determine if the individual has established that the individual has a

condition that is medically contraindicated by the FDA or whether the individuals has established a sincerely held religious belief. If either is established, MVDS Executive Director and the Director of Human Resources will determine if accommodations for the exemption can be made. Reasonable accommodations will be considered based on an evaluation including but not limited to whether the accommodations will significantly reduce the presence or impact of direct threats to the health and safety of our clients, cause undue hardship to MVDS or anyone employed with or being served by MVDS; and/or place stress on resources.

6. MVDS may implement accommodations as determined appropriate and responsible by MVDS, in its sole and exclusive determination. Such accommodations provided must not pose a direct threat to the health and safety of our clients; cause undue hardship to MVDS or anyone employed with or being served by MVDS; add/or place stress on MVDS's resources; etc. Examples of such accommodations include, but are not limited to: the employee/contractor/support staff will work remotely; MVDS will provide the employee/contractor/support staff leave (either paid or unpaid), at an amount determined appropriate by MVDS, until the employee can provide the necessary document(s) or receive the immunization; etc.
7. MVDS can revoke previously approved accommodations for any reason.
8. Proof of immunization and exemptions will be kept by Human Resources in immunization specific files.

Procedures for the Influenza Vaccination

1. MVDS adheres to the regulations for implementing an influenza vaccination programs according to 6 CCR 1011-1 chapter 2 Part 11.
2. Each late summer or early fall, the Human Resource department will provide information to all employees, direct contractors, and support staff about the benefits and risks of the influenza immunization; the availability of the influenza vaccination; and the importance of adhering to standard precautions in preventing the spread of influenza. This information will be gathered from a number of sources, including local public health offices, local businesses who are providing the vaccination, the CDPHE, and the CDC. MVDS Medical department may facilitate an influenza vaccine clinic that is made available to employees, direct contractors, support staff, and individuals receiving services and their family members.
3. During this same time, the Human Resource department will obtain statements from employees, direct contractors, and support staff about whether they obtained or declined the influenza vaccine, from whom they received it, and the date they received it. For those people who have received the influenza vaccination, the Human Resource department will obtain proof by reviewing the electronic entry in the Colorado Immunization information System (CIIS) or by obtaining an immunization record from a licensed healthcare provider who administered the influenza vaccine. This immunization record will include: the name of the vaccine given, the name and title of the person

administering the vaccine, the address where the vaccine was administered, and the date administered.

4. Each licensed home needs to have 90% of employees and direct contractors having received the influenza vaccine during a given influenza season. In order to ensure this compliance is met, MVDS will undertake the following:
 - A. report the vaccination rate of employees and direct contractors to CDPHE by May 15th;
 - B. maintain procedures to prevent the spread of influenza from unvaccinated employees and direct contractors (see INFECTIOUS AND COMMUNICABLE DISEASE CONTROL AND OUTBREAK Policy for PASA and non-PASA services); and
 - C. maintain proof of immunizations and exemptions.
5. In the event that a licensed home fails to meet the 90% vaccination rate of employees, direct contractors, and support staff:
 - A. the house manager and the HR Director shall meet to assess: a. the number of employees, direct contractors, and residents of the home; whether the home (through the main agency) offered the influenza vaccination, and the type of educational material that was used to promote the influenza vaccination; what precautions have been taken to prevent the transmission of influenza from unvaccinated employees or direct contractors; and whether influenza transmission from employees or direct contractors is addressed in the COMMUNICABLE DISEASE CONTROL AND OUTBREAK Policy.
 - B. The House Manager and the Human Resource Director shall review this policy and revise it as needed to ensure compliance with regulations: 6 CCR 1011-1 Chapter 2 Part 11.
6. Medical exemptions for the influenza vaccination are allowed by regulation to be considered for accommodation by MVDS.

Procedures for the COVID-19 Vaccination

1. Under 6 CCR 1011-1 Chapter 2 Part 12, MVDS requires all employees, direct contractors, or support staff (inclusive of those providing personal care and homemaker services under our Class B Home Care Agency ((HCA)) license, who work in our licensed facilities or under our Class B license to be vaccinated against COVID-19 or to be approved for accommodations based on exemptions. MVDS is applying this regulation to all staff, regardless of their primary assignment not being within our licensed facilities or under our Class B HCA license. Host Home Providers, Family Care Givers, and visitors are not required to follow these regulations.
2. On or before September 30th, 2021. All employees, direct contractors, or support staff working at MVDS will have received at least their first COVID-19 vaccination or received an exemption that was approved by the Human Resource Director and the Executive Director. By October 31st, 2021, all employees, direct contractors, or support staff will

have received their second COVID-19 vaccination shot or have received the above-identified exemption.

3. All employees, direct contractors, or support staff hired on or after October 31st, 2021, will be fully vaccinated at the time of hire or receive their first dose of the COVID-19 vaccination prior to assignment involving exposure to clients and/or infectious materials. The second dose must be received in accordance with the full dosing schedule of the vaccine product. Religious or medical exemptions can be submitted by new employees, direct contractors, or support staff for consideration of accommodation.
4. All employees, direct contractors, or support staff are encouraged to obtain a subsequent, or booster, dose of the COVID-19 vaccine should one be recommended by the Advisory Committee on Immunization Practices (ACIP), in accordance with the recommended timelines.
5. All employees, direct contractors, or support staff who were diagnosed with COVID-19, who received monoclonal antibody treatment, or convalescent plasma treatment are also required to obtain their vaccination in timeframe that is in accordance with the recommendations of the Centers for Disease Control (CDC), ACIP, and the person's licensed independent practitioner.
6. Employees, direct contractors, and support staff who are not fully vaccinated will submit to testing as directed by CDPHE & HCPF, wear PPE as directed when in spaces occupied by staff, participants, or members of the public; and maintain proper social distancing (according to state and national guidelines) when doing so does not interfere with or prevent completion of job duties.
7. Medical and religious exemptions for the COVID-19 vaccination are allowed by regulation to be considered for accommodation by MVDS.
8. The Director of Human Resources will submit reporting on vaccination rates to CDPHE as directed in regulation.
9. On or after August 1st, 2022 Case Managers must offer in-person contact to individuals receiving case management services. If the individual chooses in-person contact, Case Managers will follow all current state and local public health orders and state contract requirements when providing the in-person contact. This includes but is not limited to infection prevention activities noted within this policy.

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