



Origination: 03/2019
Reviewed: 03/2019
Revised: 03/2019
Expiration: 03/2020

Reviewing Authority: *Angie Phillips: Infection Control/Employee Health*
Department: *Infection Control/Employee Health*

References:

Influenza Vaccine and Healthcare Personnel

POLICY STATEMENT

To decrease the risk of transmission of influenza Weston County Health Services will provide influenza education and vaccination to all employees free of charge. If the vaccine is in short supply, CDC guidelines will be used to prioritize who receives the vaccine. Annual influenza vaccination will be mandatory.

- A. Annual influenza vaccination is a condition of employment with Weston County Health Services
- B. WCHS will provide the vaccine to all employees (both regular and contract), maintain health records, and educate staff and medical staff about the following:
 1. Influenza vaccination
 2. Non-vaccine control measures (appropriate precautions)
 3. The diagnosis, transmission and potential impact of influenza
- C. Each employee will be vaccinated against influenza between September 1 and November 30 every year. Any employee who is not vaccinated against influenza by November 30 is subject to immediate termination unless the employee meets the requirements for exemption as detailed below.
- D. An employee who received an annual influenza vaccination from a provider other than WCHS must provide documentation of the vaccination from the provider no later than November 30.
- E. Annually after the supply of Influenza vaccine arrives the Employee Health Nurse will promote the vaccine, set up dates and times for vaccination of employees including all shifts and weekends.
- F. Influenza vaccine is given to employees only with their written consent.
- G. Any employee who has a medical contraindication to the influenza vaccination will be excused from receiving an annual influenza vaccination. A request for waiver and documentation from a physician must be provided to the employee health nurse by November 1. An employee who is excused from the annual influenza vaccination requirement due to medical contraindication must at all times fully comply with the masking requirement described below.
- H. An employee who sincerely holds closely held religious beliefs requiring the abstention from receiving vaccinations may be excused from the annual influenza vaccination requirement. A request for waiver and documentation from a physician must be provided to the employee health nurse by November 1. An employee who is excused from the annual influenza vaccination requirement due to a closely held religious belief must at all times fully comply with the masking requirement described below.

- I. All employees who are excused from the annual influenza vaccination under subsection VII and VIII of this policy shall wear a surgical mask covering the nose and mouth at all times while physically present in a building where patients are treated or residents are housed. The only time a mask is not required is when staff are eating in the main staff dining room areas. The requirement to wear the surgical mask shall be for the entire duration of the influenza season as determined by the medical staff. Compliance with the subsection is a condition of employment.
- J. In the event of vaccine shortage, the employee health nurse will determine which employees will be vaccinated, based upon the best interest of WCHS's patients and residents. Any employee who does not receive an influenza vaccination due to a shortage of vaccine must comply with the masking requirement.
- K. Vaccine will be given as soon as it is available (usually September) through March each year unless CDC guidelines state otherwise.

[Medical Declination Form.docx](#)
[Religious Declination Form.docx](#)
[Vaccine Consent Form and Administration Record.pdf](#)

Attachments:

Approval Signatures

Approver	Date
Jimmy Long: Board Chairman	03/2019
Maureen Cadwell: Administration	03/2019
Chuck Franklin: Medical Director	03/2019
Angie Phillips: Infection Control/Employee Health	03/2019

