

## University and Affiliated Employee Expectations for Influenza Vaccine

All employees, including those who are working remote, volunteers and LIPs of University of Utah Health are required to complete one of the following to better protect our patients and staff from the flu:

- Receive a 2020–2021 influenza vaccination by **Wednesday, November 18, 2020**.
- Provide documentation indicating they received the vaccination elsewhere.
- Submit an [exemption request form](#) and documentation of valid medical contraindication, signed by employee and manager.
- Submit an exemption request form for approval indicating a religious reason for declining the vaccine. (Individuals can be exempted from the policy for medical or religious reasons, not because they're personally or philosophically opposed to vaccination.) **Exemptions requests must be received in the University Hospital Work Wellness Center no later than October 30, 2020, and will be sent for Americans with Disabilities Act (ADA) review, approval and accommodation.**
  - Those with approved exemptions will be accommodated by wearing a mask in all University of Utah Health patient and non-patient care facilities during the flu season (until May 31, 2021). Our standard is to mask in all areas at all times while at work.
  - Managers must also sign this agreement and will be responsible for monitoring masking compliance.
  - Failure to wear a mask while at work will result in discipline, up to and including release from employment.
- Employees not in compliance are subject to **formal disciplinary action**.
  - Failure to comply with this policy will result in formal disciplinary action. If by the deadline of November 18, 2020, the staff member has not received the vaccination, provided proof of vaccination elsewhere, or requested and received an approved exemption (which includes agreeing to wear a mask throughout the flu season), the following will occur:
    - Disciplinary action in the form of a written warning and forfeiture of merit and any potential incentive payments for FY21; and
    - Immediate removal from the work site and the schedule on an unpaid status; and
    - Receive a reasonable time frame to be compliant (no more than two weeks, December 2, 2020).
    - Any employee not in compliance by 5:00 pm, Wednesday, December 2, 2020, will be released from University of Utah Health employment.
  - Employees on approved continuous leave of absence at the November 18, 2020, deadline must receive and submit documentation prior to returning to work