



OHSU POLICY MANUAL

Policy Number: 03-30-150

Policy Title: COVID-19 IMMUNIZATIONS AND EDUCATION

Effective Date: NEW POLICY DRAFT 08/01/21

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1. Purpose

To aim to protect OHSU Members, patients, visitors, research subjects, and animal assets of OHSU, from COVID-19, and to promote COVID-19 vaccination of OHSU Members.

2. Generally

OHSU Members must (A) provide documentation that they have received an FDA-authorized or World Health Organization-authorized COVID-19 vaccination and any subsequent annual boosters as recommended by CDC **OR** (B) formally decline, complete education, and adhere to set requirements for unvaccinated individuals.

3. Responsibilities

A. Employees and Volunteers

- 1) OHSU employees and volunteers must complete and submit proof of COVID-19 vaccination or formally decline. In order to meet compliance, they must do one of the following:
 - a) Receive the COVID-19 vaccination through OHSU's Occupational Health (OH)-sponsored vaccination program; OR
 - b) Log into Enterprise Health and upload documentation of COVID-19 vaccination received elsewhere; OR
 - c) Submit a declination form and complete education through [Enterprise Health](#).
- 2) OHSU provides COVID-19 vaccinations to all employees and volunteers free of charge. Once vaccinated, they receive a COVID-19 vaccination sticker to place on the upper middle corner of the ID badge.
- 3) An employee or volunteer who gets a COVID-19 vaccination elsewhere that formally attests to this and submits supporting documentation through Enterprise Health, may then contact OH for a COVID-19 vaccination sticker to place on their badge.

- 4) If an employee or volunteer elects not to get a COVID-19 vaccination, they must submit a declination form via Enterprise Health and complete required vaccine-related education. The employee or volunteer will not receive or be permitted to wear a COVID-19 vaccination sticker and while on OHSU owned or controlled property must abide by any requirements for unvaccinated individuals issued by OHSU.

B. Non-OHSU-Employed, Contracted Personnel

Non-OHSU-employed, contracted personnel, visiting faculty, researchers and health care practitioners and vendors or others who receive a badge at OHSU are responsible for receiving COVID-19 vaccination through their own employers, health care providers or other outside facilities and providing documentation to OH as a prerequisite for receiving a COVID-19 vaccination sticker. Unvaccinated non-OHSU-employed, contracted personnel, visiting faculty, researchers and health care practitioners and vendors or others who receive a badge at OHSU will not receive or be allowed to wear a COVID-19 vaccination sticker and while on OHSU owned or controlled property must abide by any requirements for unvaccinated individuals issued by OHSU.

C. Students

- 1) OHSU students must complete and submit proof of COVID-19 vaccination or formally decline. In order to meet compliance, they must do one of the following:
 - a) Receive the COVID-19 vaccination through OHSU's Occupational Health-sponsored vaccination program; OR
 - b) Log into Enterprise Health and upload documentation of COVID-19 vaccination received elsewhere; OR
 - c) Submit a declination form and complete education through [Enterprise Health](#).
- 2) OHSU provides COVID-19 vaccinations to all OHSU students free of charge. Once vaccinated, they receive a COVID-19 vaccination sticker to place on the upper middle corner of the ID badge.
- 3) An OHSU student who gets a COVID-19 vaccination elsewhere, formally attests to this and submits supporting documentation through Enterprise Health, may then contact the Student Health and Wellness Center (SHW) for a COVID-19 vaccination sticker to place on their badge.
- 4) If an OHSU student elects not to get a COVID-19 vaccination, they must submit a declination form via Enterprise Health and complete required

vaccine-related education. The student will not receive or be permitted to wear a COVID-19 vaccination sticker, and while on OHSU owned or controlled property must abide by any requirements for unvaccinated individuals issued by OHSU.

- 5) Non-OHSU students and trainees are responsible for being vaccinated through their home institution academic programs, health care providers or outside facilities and providing documentation to OH in exchange for a COVID-19 vaccination sticker. Alternatively, non-OHSU students or trainees may submit documents to their program reflecting a declination. Unvaccinated students and trainees will not receive or be allowed to wear a COVID-19 vaccination sticker and while participating in an OHSU academic or training program must comply with requirements for unvaccinated individuals issued by OHSU.

4. **Declinations**

OHSU Members may decline from receiving the COVID-19 vaccine. Any member declining the COVID-19 vaccine or declining to wear a sticker must comply with requirements for unvaccinated individuals issued by OHSU.

5. **Education**

Employees, volunteers, and students declining COVID-19 vaccination must complete an educational video on COVID-19 vaccines through Enterprise Health.

6. **Compliance Requirements**

Persons newly employed, contracted or volunteering shall comply with this policy within ten (10) business days from your start date.

Employees, volunteers, non-OHSU-employed, contracted personnel, visiting faculty, researchers and health care practitioners and vendors or others who receive a badge at OHSU who fail to comply with this policy may be subject to consequences, which may include, but are not limited to, leave without pay or suspension of volunteer status or other access to OHSU facilities or resources, until compliance is met.

New students should refer to the matriculation deadlines specified on the SHW website at <https://www.ohsu.edu/education/student-health-and-wellness-center>. Students that do not comply with this policy within fourteen (14) business days from matriculation will incur a \$95 fee. Students that do not comply within thirty (30) business days from matriculation will have a hold placed on their student account that will restrict them from attending courses in the current term and prevent the student from registering for courses in subsequent terms.

7. **Effective Date**

This policy will be effective September 1, 2021.

Related Policies and Procedures:

OHSU Policy 02-90-010, Student Health

OHSU Policy 03-30-130, Required Communicable Disease Screening, Testing, Immunizations and Training

HC-IC-125-POL, Infectious Disease Exposure Response Plan

[Required Screening, Testing, Immunizations and Training Matrix](#)

Implementation Date: September 1, 2021

Responsible Offices:

Occupational Health (OH)

Student Health and Wellness Center (SHW)