

MARSHALL UNIVERSITY
JOAN C. EDWARDS SCHOOL OF MEDICINE
MARSHALL HEALTH

COVID-19 Vaccination Policy

I. PURPOSE

To comply with CMS guidelines, it is the policy of Marshall University Joan C. Edwards School of Medicine (“SOM”) and University Physicians & Surgeons, Inc. d/b/a Marshall Health (“MH”) to require that SOM and Marshall Health employees be vaccinated against coronavirus SARS-CoV-2 (“COVID-19”), unless granted an exception for medical or religious reasons. The purpose of this Policy is to express a high regard for the health and safety of patients, employees, and the Community by requiring vaccination against COVID-19 in order to help reduce the risk of COVID-19 infection and prevent transmission of COVID-19 to others.

II. SCOPE and DEFINITIONS

For the purposes of this Policy, this applies to all “*included personnel*”, whether employed by the SOM or MH, including but not limited to the following:

- 1) SOM clinical and basic science faculty and staff
- 2) Medical students and graduate students in biomedical science
- 3) Physician assistant students
- 4) Residents and fellows
- 5) Marshall Health employees, including full-time, part-time, supplemental and volunteers
- 6) Marshall Pharmacy employees

The term “fully vaccinated” shall mean:

- 1) Two (2) weeks after receiving second vaccine dose in a 2-dose series, such as the Pfizer or Moderna vaccines, or
- 2) Two (2) weeks after receiving a single-dose vaccine, such as Johnson & Johnson’s Janssen vaccine.
- 3) The definition of “fully vaccinated” as used in this Policy may be amended from time to time in accordance with any changes to such definition adopted by the Centers for Disease Control and Prevention (“CDC”).

To establish that they are fully vaccinated, *included personnel* may present a completed COVID-19 Vaccination Record Card for inspection by a SOM or MH authorized representative, a Certificate of COVID-19 Vaccination from the Vaccine Administration Management System (VAMS) or have vaccination documented from an electronic health record. Submission of proof may be subject to verification.

III. PROCEDURE

- A. To comply with CMS guidelines and our commitment to the health of our workers and community, *all included personnel* are required to complete their first dose of a primary vaccination series or single dose vaccination, unless granted a medical or religious exemption, by February 14, 2022. Employees must receive their second dose of a vaccination series by March 15, 2022. *Included personnel* will not be able to opt out of receipt of the vaccine without an approved medical or religious exemption.

- i. *Included personnel* who wish to request an exemption from COVID-19 vaccination for medical reasons must submit a “COVID-19 Medical Immunization Exemption Form” completed by the employee and his or her health care provider. The form must be submitted to **Georgetta Ellis, Clinical Coordinator, Division of Occupational Health and Wellness, 1600 Medical Center Dr., Huntington, WV 25701 or email at Ellisg@marshall.edu** on or before 5:00 p.m. on Friday, February 11, 2022. Occupational Health will consult with SOM/MH Human Resources and the Marshall Health’s Executive Management Team to review the requested medical exemption form along with any supporting information and shall inform the requesting individual as soon as possible as to whether his or her request is approved or denied.
- ii. *Included personnel* who wish to request an exception from the COVID-19 vaccine for religious reasons must submit a completed “COVID-19 Vaccine Religious Exemption Form” to Georgetta Ellis, Clinical Coordinator, Division of Occupational Health and Wellness, 1600 Medical Center Dr., Huntington, WV 25701 or email at Ellisg@marshall.edu, on or before Friday February 11, 2022. Occupational Health will consult with SOM/MH Human Resources and the MH’s Executive Management Team to review the requested religious exemption form along with any supporting information and shall inform the requesting individual as soon as possible as to whether his or her request is approved or denied.
- iii. *Included personnel* who have already applied and have an approved exemption will not have to resubmit any documentation at this time. Any *included personnel* who have had their exemption previously denied, may refile a COVID-19 Medical Immunization Exemption Form or COVID-19 Vaccine Religious Exemption Form, if he or she believes he or she now qualifies for an exemption.

B. Failure or refusal to receive the COVID-19 vaccination or request an exception for medical or religious reasons and have such request approved, as specified in this Policy will be subject to disciplinary action, up to and including possible termination, as outlined in the chart below.

Students, SOM staff, or other *included personnel* that are not Marshall Health Employees will be instructed to leave the premises and will not be permitted to return until vaccination is completed. Failure to comply will be reported to their employer or school administration for disciplinary action as they see appropriate.

<i>Vaccination Status</i>	<i>Requirements</i>	<i>Deadlines</i>
<i>Phase I</i>	<i>Employee required to receive, at a minimum, the first dose of a primary series or single dose COVID-19 vaccine or be granted a medical or religious exemption.</i>	<i>February 14, 2022</i> <ul style="list-style-type: none"> • <i>Failure to meet Phase I requirements by Feb. 14 will result in unpaid suspension until completion of Phase 1.</i> • <i>Failure to meet Phase I requirements by March 15 will result in termination of employment.</i>
<i>Phase II</i>	<i>Employee required to complete the primary vaccination series or previously granted a medical or religious exemption.</i>	<i>March 15, 2022</i> <ul style="list-style-type: none"> • <i>Failure to meet Phase 2 requirements by March 15 will result in termination of employment.</i>

C. *Included personnel* who are not vaccinated against COVID-19 and are granted an exemption from being vaccinated pursuant to this Policy will **be required to follow additional health and safety precautions not applicable to fully vaccinated individuals**, which may include but are not limited to:

- Complying with all PPE requirements;
- Social distancing while on campus, both indoors and outdoors;
- Performing daily health checks for COVID-19 symptoms; and
- Quarantine if identified as a close contact of a person who tests positive.

Any personnel who works 100% remotely may not have to follow the additional health and safety precautions. However, if remote personnel work on-site at any point in time, they must be granted a medical or religious exemption or complete the primary vaccinations series as well as follow the additional health and safety precautions, all consistent with the terms of this Policy.

D. *Included Personnel* recently hired and/or newly credentialed *included personnel* must be Fully Vaccinated and submit proof of vaccination, or receive an approval of medical or religious exemption, consistent with the terms of this Policy. Prospective employees shall be subject to the terms of this Policy and must either be Fully Vaccinated (or receive a first dose of a two-dose vaccine consistent with the deadlines stated in this Policy) prior to their start dates or receive a medical or religious exemption prior to their start dates. Employees returning from a leave of absence must be Fully Vaccinated, submit proof of vaccination, or submit a request for medical or religious exemption from vaccination within seven (7) business days of their return date.

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