

Subject: **Proof of COVID 19 Vaccinations**

Policy #	44
Effective Date:	September 10,2021
Replaces:	NEW

## 1. PURPOSE

The purpose of this policy is to outline organizational expectations with regards to COVID-19 immunization of all employees, volunteers, and student placements, staff of contractors and consultants acting on behalf of the County and performing work in County facilities and buildings.

Vaccination, in combination with health and safety precautions, have been identified by public health as effective means of reducing the transmission of COVID-19 in the workplace and in our community. In addition to the current health and safety precautions, (personal protective equipment, physical distancing, frequent hand washing and hand sanitizing, frequent sanitization of high touch areas, etc.), which will be maintained and revised in accordance with public health guidance, and contingent upon vaccine availability, all eligible staff are strongly encouraged to receive a COVID-19 vaccine, unless it is medically contraindicated.

## 2. Background

The County of Brant recognizes the importance of immunization of staff. This COVID-19 immunization policy aims to protect the County of Brant employees and customers.

COVID-19 is an acute respiratory illness caused by the severe acute respiratory syndrome coronavirus 2 (SARS-CoV-2). It may be characterized by fever, cough, shortness of breath, and several other symptoms. Asymptomatic infection is also possible. The risk of severe disease increases with age but is not limited to the elderly and is elevated in those with underlying medical conditions.

## 3. SCOPE

This policy applies to all County of Brant employees, volunteers, and student placements, staff of contractors and consultants acting on behalf of the County and performing work in County facilities and buildings.

## 4. DEFINITIONS

**Fully Vaccinated:** having received the full series of a COVID-19 vaccine or combination of COVID-19 vaccines approved by WHO/Health Canada (e.g., two doses of a two-dose vaccine series, or one dose of a single-dose vaccine series); and having received the final dose of the COVID-19 vaccine at least 14 days ago.

**Partially Vaccinated:** having received only one dose of a two-dose vaccine series or having received the final dose of the two-dose vaccination series less than 14 days ago.

## 5. PROCEDURE

## HUMAN RESOURCES POLICIES & PROCEDURES

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The purpose of the Proof of COVID-19 Vaccination Policy is to reduce the risk of COVID-19 in the workplace and to provide a safe environment for employees and the public to access and use County facilities.

To facilitate this policy all employees will be required to provide one of the following:

1. Proof of COVID-19 vaccine administration as per the following requirements:
  - a. If the individual has only received the first dose of a two-dose COVID-19 vaccination series approved by World Health Organization/Health Canada proof that the first dose was administered and, as soon as reasonably possible, proof of administration of the second dose; or
  - b. Proof of all required doses of a COVID-19 vaccine approved by the World Health Organization/Health Canada
  
2. Written proof of a medical reason, provided by either a physician or nurse practitioner that sets out:
  - a. that the person cannot be vaccinated against COVID-19; **and**
  - b. the effective time period for the medical reason (i.e., permanent or time-limited).
  
3. Proof that the individual has completed an educational program approved by the County of Brant.

Employees, who elect not to provide proof of COVID-19 vaccination per 1 above, and rely on 2 or 3, are required to perform rapid antigen testing prior to entering the workplace. Testing intervals are to be determined by the employer and will occur at a minimum every 7 days, up to 2-3 times per week. If the test is negative, employees may proceed to enter the workplace. If the test is positive, a PCR test is required to confirm COVID-19 status. The employee will immediately return home under isolation following Public Health guidelines until test results are confirmed.

### **Confidentiality Statement**

All information gathered as part of the Proof of COVID-19 Vaccination Policy will be handled by a dedicated team for the purposes outlined in the policy. All information, including personal health information, will be treated in compliance with the *Municipal Freedom of Information and Protection of Privacy Act (MFIPPA)*.

### **Accommodations**

Employees requiring any further Ontario Human Rights Code accommodations under this policy may request accommodations by advising their manager and/or Human Resources. The County of Brant is committed to fulfilling its obligations under the Ontario Human Rights Code.

### **Continued Adherence to Public Health Measures and other County policies**

Everyone is required to practice Public Health measures and continue to screen prior to beginning work, to control the spread of COVID-19 regardless of their vaccination status.

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Everyone must adhere to the County’s health and safety protocols at all times while in the workplace, including handwashing, physical distancing where possible, and the use of personal protective equipment as required by their position.

The County of Brant is committed to providing a work environment in which all individuals are treated with respect and dignity. Workplace harassment or discrimination pertaining to vaccination status is unacceptable and will not be tolerated from any person in the workplace.

### **6. Education**

The educational program has been approved by and/or provided by the County of Brant and addresses all of the following learning components:

- How COVID-19 vaccines work;
- Vaccine safety related to the development of the COVID-19 vaccines;
- The benefits of vaccination against COVID-19;
- Risks of not being vaccinated against COVID-19; and
- Possible side effects of COVID-19 vaccination.

An employee who must participate in the educational program will sign a declaration that they completed the education program.

### **7. Legislative Framework**

*Occupational Health and Safety Act*, R.S.O. 1990, c.0.1

*Human Rights Code*, R.S.O. 1990 c. H. 19 (“Ontario Human Rights Code”)

*Municipal Freedom of Information and Protection of Privacy Act*, R.S.O. 1990 c. M.56 (“MFIPPA”)

### **8. Review**

The policy may be updated or changed on short notice as the pandemic situation evolves or legislation and public health is altered.