

Policy Name:	Mandatory Influenza Immunization
Policy Number:	BSMH-HR-STWB_004
Department:	Human Resources
Functional Area:	Strategy & Well-Being
Approved by:	Human Resources Leadership Council
Effective Date:	7/31/2019
Version:	1.0
Policy Status:	Approved

I. Policy

Bon Secours Mercy Health (BSMH) requires that all associates over the age of eighteen (18) receive a seasonal influenza immunization unless an associate has a documented medical or religious contraindication.

II. Purpose

a. We want to create an environment that follows effective infection prevention practices to ensure the health and well-being of our associates, workforce members, patients, and visitors.

III. Scope

This policy applies to all associates and workforce members of BSMH.

IV. Policy Details

- a. Whether you work in a clinical or non-clinical department, you will be required to obtain a seasonal influenza immunization.
- b. You will be provided as much notice as possible of all seasonal influenza immunization timeframes and deadlines as they may change each year.
- c. You must obtain the influenza immunization by the published deadline for the current influenza season.
- d. You may request exemption from the mandatory seasonal influenza immunization for one of these reasons:
  - i. Medical contraindication exemption
    - 1. You must apply for a medical contraindication exemption for each influenza season.
    - 2. Your medical contraindication exemption request will be approved based on contraindications as described by the Centers for Disease Control and Prevention (CDC).
    - 3. You will be required to provide proper documentation from your treating physician.
    - 4. You will be required to submit and receive approval of your request for medical contraindication exemption by the published deadline for the current influenza season.

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- ii. Religious contraindication exemption
  - 1. You must apply for a religious contraindication exemption for each influenza season.
  - 2. Your religious contraindication exemption request will be approved based on your declaration and affirmation of a sincerely held religious belief that prohibits vaccinations.
  - 3. You will be required to complete the *Attestation of Sincerely Held Religious Belief* form.
  - 4. Your religious contraindication exemption request will be reviewed by Associate Health in consultation with our Ethics department, if needed.
  - 5. You will be required to submit and receive approval of your request for religious contraindication exemption by the published deadline for the current influenza season.
- e. If you receive approval of a medical or religious contraindication exemption request, you should wear a surgical mask while providing patient care during the current influenza season.
- f. You should self-monitor for influenza symptoms and make sure that you are fit for duty and free of communicable disease.
- g. If you have influenza, you are required to be fever free for twenty-four (24) hours without the use of fever-reducing medication prior to returning to work.
- h. If a shortage of influenza immunizations occurs, we will change our requirements for immunization to meet the CDC’s guidelines for prioritization of influenza immunization.
- i. If you fail to obtain the influenza immunization or receive approval of a medical or religious contraindication exemption, you may be subject to corrective action.

V. Definitions

Communicable Disease – an illness that is contagious and can infect others.

Fit for Duty – when an associate can perform the essential functions of his or her position with or without reasonable accommodation and does not pose a safety or health risk to patients, volunteers, visitors, providers or other associates.

VI. Attachments

None.

VII. Related Policies

- Fitness for Duty
- Reasonable Accommodations
- Communicable disease policies
- Corrective Action

VIII. Disclaimers

Nothing in this policy modifies the at-will status of any Bon Secours Mercy Health associate or otherwise creates a contractual relationship between Bon Secours Mercy Health and any associate. Bon Secours Mercy Health, in its sole discretion, reserves the right to amend, terminate or discontinue this policy at any time, with or without advance notice.

In the event that a collective bargaining agreement conflicts with any portion of this policy, such agreement shall supersede only the specific portions with which it conflicts, except where the agreement conflicts with state or federal law.

IX. Version Control

Version	Date	Description	Prepared By
1.0	6/14/2019	Policy created & approved	HR Policy Committee