



<b>Title: Mandatory Influenza Vaccination Policy</b>	Effective Date: 08/19/2014
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- **Approved by Dr. Bhutani, Chair of Infectious Disease Committee on 8/19/2014**

**Policy:**

Carroll Hospital Center and its affiliates must be vaccinated annually against influenza or present proof of influenza vaccination as a condition of employment. In addition, credentialed Medical Staff with clinical privileges who practice in the hospital, (in accordance with the list provided by the Medical Staff Office), Agency Personnel, Contracted Personnel, Vendors with patient contact, Students and Volunteers must be vaccinated annually against influenza or present proof of influenza vaccination. Approved exemptions include medical contraindication or religious restriction. Annual influenza vaccination must be completed by November 30.

**Purpose:**

Influenza has the highest rate of mortality among vaccine-preventable diseases. Hospitalized patients are more vulnerable to influenza than the general population. Studies show that vaccination of healthcare workers reduces the risks of transmission to patients. CDC Guidelines for Prevention of Influenza recommend annual influenza vaccine as the most effective method of preventing influenza virus infection and its complications. Carroll Hospital Center and its affiliates have adopted an annual mandatory influenza vaccination policy linked to employment to protect our healthcare workers, patients, and community.

**Definitions and Procedures:**

**A. Proof of Vaccination**

Documentation must include the following:

- Name of recipient
- Type of vaccine
- Name of facility/business where received
- Date given

**B. Medical Contraindication**

Any individual seeking an exemption from this policy by medical contraindications must submit the Carroll Hospital Center Medical Contraindication Form completed by their physician supporting the need for an exemption. Medical contraindications include:

- Anaphylactic reaction to influenza vaccine
- Documented severe egg allergy



- Severe allergy or reaction to any vaccine component
- Individuals with a history of Guillain-Barre Syndrome

C. Religious Restriction

Any individual seeking an exemption due to a religious restriction must submit documentation from clergy and will be addressed on a case-by-case basis.

D. Guidelines for Implementing Policy

Influenza vaccine will be available to all Associates, Physicians, Agency Personnel, Contracted Personnel, Vendors with patient contact, Students, and Volunteers beginning in the fall with the Point of Distribution drill. Specific clinic dates and times will also be available. Appointments can be made through Associate Health Monday – Friday, 7:30AM – 4PM.

In the event of a nationwide vaccine shortage we reserve the right to prioritize distribution of available vaccine.

E. Consequences of Non-Compliance

**Associates:**

The first week of December Associate Health will notify managers and cc HR, via email, of non-compliant Associates. Managers will notify each individual of immediate suspension until requirement is met. If suspended, an Associate will use any available PTO accruals to ensure they are paid for their budgeted number of hours. Failure to comply within 2 weeks will result in termination of employment.

**Credentialed Medical Staff:**

The first week of December Associate Health will notify the Medical Affairs Office via email of non-compliant Medical Staff. The Medical Affairs Office will notify each individual of immediate temporary automatic suspension of privileges until requirement is met. Two weeks after that, if uncorrected, it will be treated as a voluntary resignation.

**Agency Personnel, Contracted Personnel, Vendors, Students, Volunteers:**

The first week of December Associate Health will notify department managers and cc HR, via email, of non-compliant personnel. Managers will notify each individual of immediate suspension of duties at Carroll Hospital Center until requirement is met. Failure to comply within 2 weeks will result in permanent termination of duties at Carroll Hospital Center.

**Responsibility:**

Respectful compliance with this policy is the responsibility of all Associates, Credentialed Medical Staff, Agency Personnel, Contracted Personnel, Vendors with patient contact, Students, and Volunteers. The Associate Health and Human Resources



Departments administer this policy.

**References:**

Contact the Associate Health Department for more information or questions about this policy.