

113 Employee Vaccinations

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Purpose: To provide a safe and healthy environment for our residents and staff.

Based on Centers for Disease Control recommendations for individuals who live with or care for those at high risk for complications from flu and COVID-19, including health care workers, Pine Haven strongly encourages all employees receive the influenza vaccine annually and to receive COVID-19 vaccines and boosters as recommended. The primary intent is to protect our residents, many of whom are vulnerable to the potentially fatal effects of these viruses. It also protects our own health and the health of our co-workers.

The influenza vaccine may be made available to Pine Haven staff through onsite vaccine clinics each fall. Employees and residents will receive email communications for this process annually– vaccines will be administered by contracted vendors, and each individual's health insurance will be billed directly.

COVID-19 vaccines and boosters must be requested and ordered in advance, will be billed to each individual's health insurance directly, and will be administered by Pine Haven's Clinical Services Coordinator. New employees will be presented with COVID-19 vaccination information at hire – existing employees may reach out to the Clinical Services Coordinator at any time for additional information or to make a vaccination appointment.

If an individual receives a vaccine somewhere other than Pine Haven and would like it to be reflected in his/her employee record, written verification of the vaccination should be provided to Human Resources.

Policies and regulations regarding infectious disease control may change at any time. The most accurate, up-to-date information will be provided to all staff members via Pine Haven employee email, and Pine Haven employees are responsible for understanding and complying with all policy updates presented in this way. Should vaccination and/or testing of any kind become mandatory due to public health emergency or other circumstances, requirements for all areas will be clearly communicated to employees. In these cases, non-compliance will lead to corrective action, up to and including termination.