COVID-19 Healthcare Provider Vaccination Policy

Applies to: All faculty and staff, residents, fellows, postdoctoral appointees, students, interns, volunteers, contractors (including agency temporaries and vendors), and other personnel who work, study or otherwise engage in activities at the University of Rochester Medical Center (“Covered Personnel”).

Individuals who are not covered employees under this policy should refer to the University of Rochester COVID-19 Vaccine Policy (#165) (https://www.rochester.edu/policies/policy/covid-19-vaccine-policy/).

I. Policy

The University is committed to providing a healthy and safe environment for all employees, students, patients, and visitors at the University of Rochester Medical Center in compliance with applicable laws and regulations. Pursuant to the August 18, 2021 New York State Order for Summary Action, Covered Personnel shall be fully vaccinated against COVID-19, with a minimum first dose of a vaccination by no later than November 22, 2021. In further compliance with the Order, Covered Personnel are required to provide proof of their COVID-19 vaccine status by no later than November 22, 2021. Additionally, in accordance with New York State regulations, Covered Personnel are required to receive and provide proof of a COVID-19 booster dose by February 21, 2022, or within 30 days of becoming eligible for a COVID-19 booster dose. For purposes of this Policy, an individual shall be deemed “fully vaccinated” two weeks after receiving the second dose of the Moderna or Pfizer vaccine or the single dose of the Johnson and Johnson vaccine or having received the final dose of a COVID-19 vaccine that has been approved by the Food and Drug Administration (FDA), received emergency use authorization (EUA) by the FDA, is listed for
emergency use by the World Health Organization (WHO), or was given as part of a clinical trial in the United States. An individual is eligible for a booster vaccination five months after completing the Pfizer or Moderna series and two months after the initial Johnson and Johnson/Jannssen vaccine.

Approved vaccines include the Moderna, Pfizer and Janssen/J&J vaccine as well as vaccines listed by the CDC for people vaccinated outside of the US or as part of a clinical trial in the US or vaccines approved by the World Health Organization (WHO).

II. Guidelines

A. For purposes of this Policy, the University of Rochester Medical Center (“URMC”) includes all University of Rochester facilities covered by Article 28 of the New York State Public Health Law, including but not limited to Strong Memorial Hospital as well as all of its ambulatory practices and offices.

B. All Covered Personnel, who have not been granted an exemption from vaccination as described more fully below in II.F, shall attest to and/or provide proof of vaccination and booster via the Employee Health system by completing the COVID VACCINATION STATUS FORM and following the instructions thereon. Those who received their vaccinations through an Employee Health vaccination clinic at the Friends of Strong waiting room or Conference Rooms ACF A&B at Strong Memorial Hospital do not have to complete the form as their vaccination and booster status has already been verified.

C. Covered Personnel new to URMC, who have not been granted an exemption from vaccination as described more fully below in II.F, must confirm that they have completed their primary series of the COVID-19 vaccine (single dose of the Janssen/Johnson & Johnson vaccine or the second dose of the Moderna or Pfizer vaccine) before they can engage in any activities at the URMC. Proof of vaccination will be required through the onboarding process. If newly hired Covered Personnel are
eligible for the booster dose prior to the hire date, the booster must be received prior to starting work. If newly hired Covered Personnel are not yet eligible for the booster dose, individuals may begin work and shall receive the booster no later than 30 days after becoming eligible. If new Covered Personnel are unvaccinated or have not completed their primary series of the COVID-19 vaccine or the final dose of a COVID-19 vaccine listed for emergency use by the World Health Organization or the final dose of a COVID-19 vaccine given as part of a clinical trial in the United States or have not received the COVID-19 booster and are eligible, they will not be permitted to work.

D. Covered personnel who currently work at URMC and who have had at least one COVID-19 vaccination but are not fully vaccinated in compliance with the state mandate as of November 22, 2021, shall complete the vaccination regimen and be fully vaccinated by no later than January 4, 2022. Those who are hired after November 22, 2021 must have completed their primary series COVID-19 vaccine as outlined in II. C above or have an approved medical exemption. The deadline for receiving a booster vaccine is February 21, 2022 or 30 days from eligibility.

E. All Covered Personnel who are contractors, Non-URMC students, or other Non-URMC personnel must confirm compliance with this Policy to the University through their employing agency/company, sending school, or as otherwise directed. Such compliance will require confirmation of vaccination or, if granted an accommodation, a negative COVID-19 test weekly while assigned to work at URMC. Questions related to contractor compliance should be directed to Corporate Purchasing.

F. An exemption from COVID-19 vaccination and booster may be available for URMC employees, residents, postdoctoral appointees, students, and interns on medical grounds consistent with guidance from the relevant government agencies.  

1. **Medical Exemption** – Covered Personnel seeking an exemption for medical reasons must complete the exemption request form. A medical exemption must include documentation from a licensed physician, certified nurse practitioner, or physician assistant (PA) cosigned by a licensed physician that certifies that a COVID-19 vaccination is detrimental to the Covered Personnel due to a specific pre-existing health condition as recognized by relevant health authorities, including but not limited to the Centers for Disease Control and Prevention (CDC) and the FDA, along with the duration such exemption will be required. More detailed information regarding the bases for a medical exemption appear on the exemption request form and reflect current guidance from the relevant medical authorities, which may change.
from time to time. This request should be submitted via the secure portal developed for this purpose for review, https://tools.mc.rochester.edu/covid-vaccination-status/login (https://tools.mc.rochester.edu/covid-vaccination-status/login).

2. Individuals who do not qualify for an exemption as outlined in this policy and/or who do not comply with the vaccination and booster requirements described in this Section II will not be able to work or engage in on-site activities and will be deemed to have voluntarily resigned their position.

G. Requests to work remotely or for leave of absence will not be granted as an alternative to being vaccinated or receiving the booster dose in the absence of grounds for an exemption.

H. Covered Personnel may update their vaccination and booster status at any time. Once proof that the primary series of the COVID-19 vaccine is complete covered personnel will not be required to follow the weekly testing protocol.

2 Consistent with the requirements of the state mandate and applicable laws, the University maintains a process to consider reasonable accommodation requests from covered personnel based on sincerely held religious beliefs that would prevent individuals from receiving a COVID-19 vaccine. However, compliance with the state mandate may significantly limit the availability of such accommodations.

III. Procedures

A. Reporting Vaccination Status:

1. Log in to the COVID Vaccine Participation Form (https://tools.mc.rochester.edu/covid-vaccination-status/login). To access the form, Covered Personnel must either be on-site at the University or connected to the University’s secure Virtual Private Network (https://tech.rochester.edu/services/remote-access-vpn/) (VPN) and must choose the correct domain before entering their username and password. Complete the survey. Those who report being vaccinated will then be directed to submit proof of vaccination.

2. Those that report being unvaccinated may update their status at any time by logging back into the COVID Vaccine Participation Form and making the appropriate edits, and then submit
proof of vaccination.

3. This section does not apply to Covered Personnel referenced in II.E above.

**B. Weekly COVID-19 Testing**

1. Covered Personnel granted an exemption per II.F, must follow the established COVID-19 weekly testing protocol per the University's vaccination reporting requirements. ([https://www.rochester.edu/coronavirus-update/](https://www.rochester.edu/coronavirus-update/)) The deadline for receiving a booster vaccine is February 21, 2022 or 30 days from eligibility.

Covered Personnel who are hourly University of Rochester employees will be paid for the time to receive the COVID-19 weekly test. See the University COVID-19 Resource Center for details about how to record time in HRMS. Covered Personnel who are salaried University employees will not have an impact to pay when participating in the weekly COVID-19 test.

*The University reserves the right to interpret, modify, amend, or terminate this policy at any time.*

**See also:**

- Policy #166: Health Assessments ([https://www.rochester.edu/policies/policy/health-assessments/](https://www.rochester.edu/policies/policy/health-assessments/))
ABOUT THIS POLICY

Policy Number
164

Issuing Authority
Human Resources

Responsible Officer
Kathy Miner

Contact Information
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RELATED POLICIES

COVID-19 Vaccine Policy (https://www.rochester.edu/policies/policy/covid-19-vaccine-policy/)


Health Assessments (https://www.rochester.edu/policies/policy/health-assessments/)

POLICY KEYWORDS

Benefits (https://www.rochester.edu/policies/all/?filter%5Btopics%5D=306)

Compensation (https://www.rochester.edu/policies/all/?filter%5Btopics%5D=326)

Payroll (https://www.rochester.edu/policies/all/?filter%5Btopics%5D=506)