PURPOSE:
Roosevelt General Hospital (RGH) is committed to providing a safe environment that protects the health of patients, employees and their families, and the community. Recognizing the serious consequences that seasonal influenza can have, annual immunization with seasonal influenza vaccine is required of all hospital employees, agency staff, volunteers, temporary staff and students participating in clinical rotations/educational programs. (Hereinafter referred to as Healthcare Workers)

POLICY:

1. As a patient safety initiative, RGH will require all employees either to receive the seasonal influenza vaccine annually or to submit a declination.

2. This policy applies to all Healthcare Workers, including those at off-site locations.

3. All Healthcare Workers will be required to receive the vaccine or offer proof of immunization on an annual basis.

4. All staff who decline to receive the annual influenza vaccine will be required to wear a surgical mask at all times during the influenza season when physically present in RGH facility during work time. This requirement does not include while in the restroom or while eating/drinking in break rooms.

Masks requirements will be based on one of the following: Whichever occurs first

- The date of November 1st and/or,
- When a (+) flu is documented

❖ This will be determined by the Infection Control Practitioner (ICP) and the Infection Control Physician. Similarly, when monitoring shows zero influenza cases locally, the
| SUBJECT: Employee Influenza Vaccination Policy | REFERENCE: EH 1.16 |
| DEPARTMENT: Infection Control | PAGE: 2 OF 5 |
| APPROVED BY: Kris Vigil, CNO | REVISED: 09/22/2015 |
|  | REVIEWED: 10/29/2019 |

masking requirement will be withdrawn; once again this will be determined by the Infection Control Department. (not before March 31st of each year)

5. New employees will be required to comply with this policy during the “New Hire” Process. All new hires shall be advised, in writing by Human Resource Management, of the requirement for annual flu vaccination or mask while working, during the flu season. For those that choose the flu vaccine (after Nov 1) will be required to wear a mask for two weeks (which would allow for immunity).

6. All agency staff and students are required to provide evidence of compliance with this policy prior to providing services at any RGH facility.

7. Pregnant Women – according to the CDC, vaccination with inactivated influenza vaccine is recommended for women who will be pregnant during the influenza season.

**PROCEDURE:**

1. Before vaccination, all Healthcare Workers will be provided with the opportunity to read the Center for Disease Control Vaccine Information Statement for Inactivated Influenza, which describes seasonal influenza transmission and effectiveness of the seasonal influenza vaccine.

2. After the consent form has been signed and reviewed, the vaccine will be administered as recommended by the manufacturer.

3. Written documentation of immunization elsewhere will be acceptable for same-season immunization. **A copy of the immunization must be provided to the Employee Health Nurse for approval.**
4. Individuals will be required to annually provide proof of immunization to the Employee Health Nurse for the seasonal influenza.

**STAFF IDENTIFICATION:**

- All staff who receives the seasonal influenza vaccine will be issued a sticker by IC/Employee Health (EH) nurse to be placed on their ID badge. (This sticker changes with each new influenza season.)

- Staff without a colored sticker will be required to wear a mask while at work, during the influenza season designated time frame. IC will ensure that staff with privileges at RGH/Clinic are vaccinated free of charge.

- IC will issue a sticker to staff that bring in documentation of being vaccinated elsewhere (e.g., their physician’s office, grocery store/drug store clinic, health department, second employer etc.)

- Volunteer’s (to include shadowing), licensed independent practitioners and students that receive the annual influenza vaccine from an external source must obtain written documentation from that source and submit to Employee Health/Infection Control.

- Contracted personnel and vendors will be required to show proof of immunization also.

- Staff who lose their badge/sticker during the flu season can contact EH/IC who will review the database to confirm vaccination status and re-issue a new sticker.

- Lab and Clinic will report to ICP all positive nasopharyngeal aspirates and positive Influenza Rapid tests obtained from personnel/patients.

**MANAGEMENT OF NON-COMPLIANT PERSONNEL:**
**Employee Influenza Vaccination Policy**

- Department Managers/Directors and Physician Leaders will be made aware of staff who are required to wear a mask and will be responsible for monitoring and compliance.

- Non-compliant staff should be educated about the policy requirements.

- A counseling statement should be submitted for unvaccinated staff that is routinely non-compliant with the mask requirement and appropriate discipline per HR policy administered.

- Incidents of non-compliance involving employee from outside the unit should be recorded promptly to the employee’s Department Manager.

- Staff who refuses the influenza vaccine and/or refuses to wear mask will not be allowed to work.

- Failure to comply with the immunization policy shall result in disciplinary action.

**VACCINE SHORTAGE CONTINGENCY:**
In the event of an influenza vaccine shortage, influenza vaccine will be offered to personnel based on risk to patient population cared for, job function, and risk of exposure to influenza. Priority will be given to those who provide hands-on patient care with prolonged face-to-face contact with patients and/or have highest risk of exposure to patients with influenza. Those who are prioritized to receive vaccine will be held to the mandatory standard. Those who are not prioritized to receive vaccine will not be held to the mandatory standard for the duration of the vaccine shortage period.

**DISSEMINATION:**
This policy will be disseminated by:
1. In-services
2. RGH intranet site/website
3. RGH public drive
4. New employee orientation
5. Email
6. Committees of RGH

REFERENCES:


APIC Position Paper on Flu Shots for Medical Personal
http://www.apic.org/Content/NavigationMenu/GovernmentAdvocacy/PublicPolicyLibrary/APICInfluenzaImmunizationofHCP12711.PDF

Advisory Committee on Immunization Practices (ACIP), Prevention & Control of Influenza (MMWR 2003: VOL 46/NO. RR9)

Interim Recommendations: Prevention and Control of Influenza with Vaccines: Recommendations of the Advisory Committee on Immunization Practices (ACIP), 2013