

Status **Active** PolicyStat ID **10493097**



Origination 08/2012
Last Approved 09/2021
Effective 09/2021
Last Revised 09/2021
Next Review 09/2024

Owner Chioma Kanu
Policy Area Occupational Health Services (OHS)
Applicability UNC Medical Center

Influenza Immunization of Healthcare Personnel

I. Description

Describes a strategy for providing a safer environment for patients and healthcare personnel (HCP) through influenza vaccination

II. Rationale

To protect patients, visitors, employees, employees' family members, and the community from influenza infection through annual immunization of all UNC Medical Center (UNCMC) employees, medical staff, students, volunteers, vendors who are contractually required to comply with UNCMC's immunization policy.

III. Policy

A. Annual Influenza Immunization

1. All employees, medical staff, students, volunteers, and vendors who are contractually required to comply with UNCMC's immunization policy (collectively, "healthcare personnel") must be immunized against influenza each year unless an exemption has been granted pursuant to this policy.
2. Influenza vaccine is available free of charge to all employees and volunteers. The vaccination program is coordinated through several Occupational Health Service (OHS) programs beginning on September 22nd (pending availability of vaccine). Immunizations must be completed by November 15th unless on leave. Healthcare personnel who return from leave after November 15th must be immunized within one calendar month after return to work if within the influenza virus season (determined by ongoing transmission of influenza in community, which is typically until late April/

May).

3. School of Medicine employees may obtain the influenza vaccine through the University of North Carolina-Chapel Hill Department of Environment, Health and Safety (UNC-EHS) (www.ehs.unc.edu).
4. Individuals who are not eligible to obtain the vaccine through OHS or UNC-EHS, or choose to obtain their influenza vaccination elsewhere, should provide proof of immunization to the appropriate oversight department (e.g., UNCMC Occupational Health Service for UNCMC employees and volunteers; University Employee Occupational Health Clinic (UEOHC) for School of Medicine employees; Purchasing Department for covered vendors, etc.). Proof of immunization may include a receipt or note from a physician, licensed independent practitioner (e.g., physician's assistant), or pharmacist.

B. Exemptions

1. Exemptions for immunization may be granted only for medical contraindications or religious beliefs. Exemptions for personal reasons will not be accepted. Exemptions will be evaluated on an individual basis each year as follows:
 - Religious exemptions must be re-submitted annually. Volunteers are not allowed to religiously exempt from annual influenza immunization.
 - Medical contraindication exemptions must be submitted annually.
2. Each request for medical exemption will be evaluated on an individual basis by the Medical Director of UNCMC Occupational Health Service or UEOHC, as appropriate, and the individual requesting the exemption will be notified of the decision to grant or deny the request.
3. Healthcare personnel claiming exemption due to religious beliefs must sign a written statement confirming that such immunizations are not consistent with their religious beliefs or tenets.

C. Infection Control Procedures

- Healthcare personnel will conform to UNCMC policy for reporting symptoms consistent with influenza-like disease/upper respiratory tract infections and adhering to work restrictions if ill.

D. Maintaining Immunization Record

- UNCMC Occupational Health Service will maintain a record of influenza immunization for UNCMC employees and volunteers. UNC UEOHC will maintain records for all School of Medicine employees, and UNC Campus Health will maintain records for all students covered by this policy. Any other persons who are required to be immunized pursuant to this policy must provide written proof of immunization (e.g., vendors, volunteers, interns), and documents will be stored with other similar records for those individuals.

E. Dates of Immunization

- Immunizations will begin on September 22nd (pending availability of the vaccine). All employees and others included under this policy must be vaccinated or granted an exemption prior to November 15th.

F. Compliance

1. Supervisors and managers are responsible for the proper administration of this policy according to the guidelines found herein. Failure to appropriately administer this policy will result in corrective action for the responsible leaders up to and including dismissal.
2. Compliance with this policy is a condition of employment for UNCMC employees and a condition of access to UNCMC facilities for others covered under the policy.
3. All UNCMC personnel receiving a flu vaccine from facilities/institutions other than UNCMC may be included in a sample of personnel selected to show proof of flu vaccination (proof of flu vaccination is achieved by HCP going to the UNCMC flu website and completing an online flu immunization self-report form). Healthcare personnel without proof of vaccination will need to receive a second dose of vaccine before the established and approved flu season end date.
4. Influenza vaccination rates for external reporting will be reported in accordance with current [CDC and NQF guidance](#).

Approval Signatures

Step Description	Approver	Date
Policy Stat Administrator	Kimberly Novak-Jones: Nurse Educator	09/2021
	Thomas Ivester: CMO/VP Medical Affairs	09/2021
	Emily Vavalle: Dir Epidemiology	09/2021
	Sherie Goldbach: Project Coordinator	09/2021