



## Iñisuk College Vaccination Policy

### **Purpose:**

In accordance with Iñisuk College's duty to provide and maintain a workplace that is free of known hazards, we are adopting this policy to safeguard the health of our employees and their families, our students and their families, visitors, and the community at large from infectious diseases, such as COVID-19, that may be reduced by vaccinations. This policy will comply with all applicable laws and is based on guidance from the Center for Disease Control and Prevention, OSHA's Emergency Temporary Standard on Vaccination and Testing (29 CFR 1910.501) and local authorities, as applicable.

### **Scope:**

This Mandatory COVID-19 Vaccination Policy applies to all faculty and staff of Iñisuk College. If the employee has not been vaccinated or has chosen not to get vaccinated they are required to submit COVID-19 tests weekly. All resident students are required to be vaccinated.

All residential students, student interns, and students participating in Iñisuk College sponsored travel, and all faculty and staff are required to be vaccinated against COVID-19 or show proof of COVID-19 testing weekly. Some Iñisuk College activities may require vaccinations for participation.

- This policy does not apply to students and employees who are learning or working online/remotely. However, they must provide proof of vaccination or a negative COVID-19 test to report on-site.

Individuals are considered fully vaccinated two weeks after completing primary vaccination with a COVID-19 vaccine, with, if applicable, at least the minimum recommended interval between doses. This includes two weeks after a second dose in a two-dose series, such as the Pfizer or Moderna vaccines, two weeks after a single-dose vaccine, such as the Johnson & Johnson vaccine, or two weeks after the second dose of any combination of two doses of different COVID-19 vaccines as part of one primary vaccination series.

All employees are required to report their vaccination status and provide proof of vaccination. Employees must provide truthful and accurate information about their COVID-19 vaccination status, and, if applicable, their testing results. Employees not in compliance with this policy will be subject to disciplinary actions up to and including termination.

## Procedures

- **By December 17, 2021**, Register with Med+Proctor using your Iḷisaḡvik College e-mail
  - Med+Proctor is a third-party, HIPAA-compliant vendor. All submitted medical records will be verified for authenticity and kept confidential. Iḷisaḡvik College will distribute notices of non-compliance where there is an educational or supervisory need to know.
- **By January 3, 2022**, UPLOAD your vaccinated record

OR

If not fully vaccinated, you must submit to proctor weekly COVID-19 testing by the Human Resources Department, Compliance & Safety Division, or Student Services Department by 5:00pm on Fridays.

- Tests will be proctored either in person or via zoom if individual is symptomatic.
- Individuals will be issued either authorized by the FDA or Emergency Use Authorized Rapid Antigen Tests to fulfill this requirement.
- You can get vaccinated at any time. Once fully vaccinated, you do not need to submit weekly tests.

If an employee does not provide documentation of a COVID-19 test result as required by this policy, they will not be permitted on Iḷisaḡvik College locations.

Employees who have received a positive COVID-19 test, or have been diagnosed with COVID-19 by a licensed healthcare provider, are not required to undergo COVID-19 testing for 90 days following the date of their positive test or diagnosis.

### Supporting COVID-19 Vaccination

An employee may take up to four hours of duty time per dose to travel to the vaccination site, receive a vaccination, and return to work. This would mean a maximum of eight hours of duty time for employees receiving two doses. If an employee spends less time getting the vaccine, only the necessary amount of duty time will be granted. Employees who take longer than four hours to get the vaccine must send Human Resources and their direct supervisor an email documenting the reason for the additional time. Any additional time requested will be granted, if reasonable, but will not be paid; in that situation, the employee can elect to use accrued leave to cover the additional time. If an employee is vaccinated outside of their approved duty time they will not be compensated.

The following procedures apply for requesting and granting duty time to obtain the COVID-19 vaccine or sick leave to recover from side effects:

#### **New Hires:**

All new employees are required to comply with the vaccination requirements outlined in this policy as soon as practicable and as a condition of employment. Potential candidates for employment will be notified of the requirements of this policy prior to the start of employment.

**Confidentiality and Privacy:**

All medical information collected from individuals, including vaccination information, test results, and any other information obtained as a result of testing, will be treated in accordance with applicable laws and policies on confidentiality and privacy.

**Questions:**

Please direct any questions regarding this policy to Human Resources by calling 907-738-3346 or Compliance & Safety Manager by calling 907-319-8760.