



COVID-19 VACCINATION POLICY

It is PCCLD policy that individual District employees must attest to full vaccination with a COVID-19 vaccine. Full vaccination is described by the United States Centers for Disease Control and Prevention with COVID-19 vaccines authorized by the United States Food and Drug Administration. Alternatively, an employee who does not attest to COVID-19 vaccination is required both to always wear a face mask over the nose and mouth while inside PCCLD facilities in the presence of others and submit weekly a COVID-19 test showing a negative result. Employees who do fail to abide by this policy could be subject to the PCCLD performance improvement process, and, possibly, dismissal from PCCLD employment.

PCCLD encourages all employees to obtain and maintain COVID-19 vaccinations. This is an important measure to protect the health and safety of the workplace from COVID-19 infection and it is in alignment with similar practices adopted by federal and state agencies.

Effective Date: October 1, 2021

PROCEDURES

Employees must provide attestation to PCCLD Human Resources of full vaccination against COVID-19. This proof is typically in the form of a COVID-19 vaccination card. Note that employees should not provide proof of vaccination that includes any genetic or other health information (e.g., family medical history). Any documentation received by an employee will be kept confidential as required by law.

Unvaccinated Employees

Unvaccinated employees or employees who are not fully vaccinated must wear face masks and maintain a six-foot distance from others while in the workplace. In addition, unvaccinated employees are required to complete weekly testing for COVID-19. Employees who are awaiting full vaccination are required to submit to COVID-19 testing until their vaccination status has been verified with Human Resources.

Positive Covid-19 Test Result

Consistent with existing protocols, any employee of PCCLD who has a positive COVID-19 test result will be required to isolate outside of the workplace for at least 10 days. If symptomatic, an employee should not return to the workplace until all symptoms have resolved, including, but not limited to, being fever-free for 24 hours without the aid of fever reducing medications.

Compensation

Employees will be paid their hourly rate, up to two hours, for time obtaining the COVID-19 vaccination as well as for the waiting time after receiving the vaccine to monitor for an adverse reaction to the vaccine. Sick leave may also be used to cover time away for vaccination.

PCCLD employees who do not comply with this policy by declining the COVID-19 vaccine and/or required testing/masking are subject to disciplinary action.

Vaccination Status

Human Resources will contact employees who have not submitted a COVID-19 vaccination card or have not submitted notification that they have been fully vaccinated, meaning two doses of either the Moderna or Pfizer vaccine and one dose of the Johnson & Johnson vaccine. Human Resources will provide the employee with several options of self-reporting their confidential information. Disclosure of an employee's vaccination status is voluntary. If an employee chooses not to disclose their vaccination status, they will be required to complete regular testing, masking, and social distancing protocols.

Testing

Additional details about the method, location, and results of testing are forthcoming. The testing requirement for unvaccinated employees will begin on October 1, 2021. Unvaccinated or not fully vaccinated employees will be required to provide testing details and results.