


POLICIES AND PROCEDURES

 <b style="font-size: 1.2em;">UnityPoint Health	Policy Section/ Number: 2.AD.05	
	Approval Date:	Effective Date: September 1, 2021
	Date Reviewed/Revised:	Supersedes:
	Responsible Party: UPH President and Chief Executive Officer	
	Final Approving Body: <input type="checkbox"/> UPH Compliance Committee <input type="checkbox"/> UPH Clinical Leadership Group <input checked="" type="checkbox"/> UPH Core Council <input type="checkbox"/> UPH Board of Directors	
POLICY TITLE: COVID-19 Vaccination		
POLICY SCOPE: System wide.		

PURPOSE:

UnityPoint Health is committed to providing a safe environment that protects the health of patients, healthcare workers, visitors, and the communities we serve. Recognizing the serious consequences that COVID-19 can have, compliance with the COVID-19 vaccination program outlined within this policy is required of all UPH Team Members and Providers.

STANDARD DEFINITIONS:

AFFILIATE: A subsidiary or affiliated entity in which UPH, directly or indirectly, holds more than a fifty percent (50%) voting or control interest.

PROVIDER: Physicians, Advance Practice Providers, and other health care providers credentialed *and/or* employed by an Affiliate.

SYSTEM-WIDE: Documents that apply to (i) Iowa Health System, d/b/a UnityPoint Health (“UPH”); and (ii) unless an exception is granted in accordance with this policy, all UPH Affiliates and entities controlled by UPH Affiliates, including, but not limited to, hospital corporations (see Addendum A), ambulatory surgery centers, home care programs, physician practices, UPH and affiliate departments, covered group health plans, and organizations more than 50 percent controlled directly or indirectly by UPH.

TEAM MEMBERS: Employees (including employed Providers), volunteers, students, residents, fellows, temporary staff, and other persons whose conduct, in the performance of work for UPH or an Affiliate, is under the direct control of UPH or an Affiliate, whether or not they are paid.

UPH: Iowa Health System, d/b/a UnityPoint Health (“UPH”).

APPLICATION:

This policy applies to all Team Members and Providers. Where Affiliate precedence and this Policy conflicts the UPH President and CEO shall have sole discretion to resolve such conflict. To the extent the terms of this Policy are contrary to the express terms of a collective bargaining agreement, the express terms of the collective bargaining agreement shall govern.

POLICY:

All UPH Team Members and Providers are required to receive the COVID-19 vaccine OR qualify for an exemption and complete the required documentation as outlined below.

A. Vaccination

1. All doses, including booster doses, are required per specific vaccine manufacturer recommendations.
2. Deadline for Compliance for Existing Team Members and Providers:
 - a. Required to have completed the COVID-19 vaccine series within sixty (60) days of the Effective Date of this Policy.
 - b. If vaccine manufacturer requires a second vaccine dose, the second dose shall be completed within the timeframe recommended by the manufacturer.
 - c. Booster doses, as recommended by the manufacturer, will be required and communicated to Team Members and Providers.
 - d. All manufacturer dosage requirements and recommendations can be found on the Hub entitled [Resource Guide for COVID-19 Vaccination](#) (“Resource Guide”).
3. Deadline for Compliance for New Team Members and Providers:
 - a. Upon Policy Effective Date Team Members may not commence employment until they have received a first dose of manufacturer’s recommended dosage of vaccine.
 - b. If vaccine manufacturer requires a second vaccine dose, the second dose shall be completed within the timeframe recommended by the manufacturer.
 - c. Upon Policy Effective Date, new Providers may not be granted Medical Staff privileges until they have received a first dose of manufacturer’s recommended dosage of vaccine.

- d. If vaccine manufacturer requires a second vaccine dose, the second dose shall be completed within the timeframe recommended by the manufacturer.
4. The COVID-19 vaccine will be provided free of charge by UPH.
 - a. Vaccine locations can be found in the Resource Guide.
 5. Team Members and Providers may choose to get vaccinated external to UPH at their own expense.
 - a. Vaccination administration records must be provided as formal documentation of receipt of vaccination.
 6. In the event of a vaccine shortage, requirements will be paused and communicated to Team Members and Providers.
 - a. Available vaccine may be administered to priority groups identified based on recommendations from the Centers for Disease Control and Prevention (“CDC”) and state/local public health departments.
- B. Exemptions
1. Medical Exemption
 - a. Team Members and Providers who are unable to receive the COVID-19 vaccine due to a contraindication as outlined by the CDC will be required to submit the UPH COVID-19 Vaccine Medical Exemption form to Affiliate Employee Health, Human Resources, or Medical Staff Office, as applicable. The UPH COVID-19 Vaccine Medical Exemption form must be completed by the Team Member or Provider’s physician (MD, DO) or advanced practice provider. This form can be obtained in the [Resource Guide](#).
 - b. Pregnancy is not a contraindication for COVID-19 vaccination. Pregnant Team Members and Providers are at increased risk for severe illness from COVID-19 and vaccination is highly recommended.
 - i. While not a medical contraindication, pregnant Team Members and Providers may request a temporary deferral of vaccination. Full vaccination is required within eight (8) weeks upon return to work or practice.
 - ii. Pregnant Team Members and Providers who choose to defer the COVID-19 vaccination must complete the COVID-19 and

Pregnancy education, as assigned, and have their physician (MD, DO) or advanced practice provider verify pregnancy and provide estimated due date.

2. Religious Exemption

- a. A religious exemption may be granted to a Team Member and Provider only if COVID immunization conflicts with a genuine and sincerely held religious belief.
- b. Team Member and Providers who wish to request a religious exemption must complete the *UPH Request for Religious Exemption from COVID-19 Vaccination* form and submit it to Affiliate Employee Health, Human Resources, or Medical Staff Office, as applicable. This form can be obtained in the [Resource Guide](#).
- c. Requests for religious exemption will be reviewed by a designated committee.
- d. Decisions to provide religious exemption will be made on a case-by-case basis.

C. Masking

1. Team Members and Providers who have not been vaccinated against COVID-19 due to an approved exemption will be required to wear a UPH provided isolation (surgical/procedure) mask throughout the declared COVID-19 Public Health Emergency, as recommended by the CDC, and during times of increased levels of community transmission, as determined in UPH's sole discretion. This Section C is not dependent on the Federal declaration of the Public Health Emergency or a State Proclamation. Team Members and Providers may be required to abide by other safety protocols as a form of reasonable accommodation to their request for a vaccine exemption. Additional or different types of personal protective equipment (PPE) may be required depending on the clinical care setting.
 - a. When required by UPH, masks will always be worn by unvaccinated Team Members and Providers while in the workplace setting.
 - b. Masks may be removed when alone in a room or when eating or drinking while distanced from all others by greater than 6 feet.
2. Masking may be required for all Team Members and Providers regardless of vaccination status during times of increasing levels of community transmission and/or as recommended by the CDC.

3. Masking requirements and any periodic changes to these requirements will be communicated to Team Members and Providers as outlined in the [Resource Guide](#).
4. Additional or different PPE may be required according to patient care activities, isolation precautions, and current PPE guidelines.

D. Non-compliance

1. Failure to comply with Section A or Section B, as applicable, shall result in Team Member's termination of employment, or discipline consistent with Provider's Medical Staff Bylaws, Policies and Rules, as applicable.
2. Failure to comply with Section C shall result in Team Member discipline up to and including termination of employment or discipline consistent with Provider's Medical Staff Bylaws, Policies and Rules, as applicable.

/s/ Clay I. Holderman

Clay I. Holderman
UPH President and CEO

REFERENCES:

Addendum A: Legal Entity Operating Hospital

The entities listed below are accurate as of March 1, 2021. A current listing of legal named entities can be found at:

<https://uphealth.sharepoint.com/sites/intranet/policies/UPHandSystemwide/Addendum%20A.pdf>

<u>Region</u>	<u>Legal Entity Operating Hospital</u>
CEDAR RAPIDS	ST. LUKE'S METHODIST HOSPITAL
CEDAR RAPIDS	ST. LUKE'S/JONES REGIONAL MEDICAL CENTER
DES MOINES	CENTRAL IOWA HOSPITAL CORPORATION D/B/A UNITYPOINT HEALTH - DES MOINES
DES MOINES	GRINNELL REGIONAL MEDICAL CENTER
DUBUQUE	THE FINLEY HOSPITAL
FORT DODGE	TRINITY REGIONAL MEDICAL CENTER
PEORIA	METHODIST MEDICAL CENTER OF ILLINOIS
PEORIA	PEKIN MEMORIAL HOSPITAL
PEORIA	PROCTOR HOSPITAL
QC - MUSCATINE	UNITY HEALTHCARE
QUAD CITIES	TRINITY MEDICAL CENTER
SIOUX CITY	NORTHWEST IOWA HOSPITAL CORPORATION
WATERLOO	ALLEN MEMORIAL HOSPITAL CORPORATION
WATERLOO	UNITYPOINT HEALTH - MARSHALLTOWN
MADISON	MERITER HOSPITAL, INC.

Addendum B:

Policy Details

The information below corresponds to the most recent reviewed/revised date.

Standard Approving Bodies:	Action:
Chief Medical Officer Group	
Chief Nurse Executive Group	
Policy Review Committee	
Clinical Leadership Group	
Core Council	8/10/21
UPH Compliance Committee	

Below is a summary of updates made to this policy.

Reviewed/ Revised Date:	Summary of Changes: