

## COVID-19 Vaccination – Faculty and Staff

<b>Section:</b>	University-wide Policies
<b>Effective Date:</b>	June 2021
<b>Next Review Date:</b>	May 2022
<b>Approved Date:</b>	June 23, 2021 by Senior Staff
<b>Responsible Department/Division:</b>	University Administration

### **Purpose:**

Vaccines are a critical component in allowing our community to return to a pre-pandemic normalcy. In accordance with Franklin Pierce University'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, students and community.

As the safety of our community is a top priority, the University has determined that we will require all members of our campus community to be fully vaccinated for COVID-19 virus. The policy will comply with all applicable laws and is based on guidance from the Centers for Disease Control and Prevention and local health authorities, as applicable.

### **Scope:**

This policy applies to all faculty and staff. It does not apply to vendors or visitors.

### **Policy:**

Franklin Pierce University requires all employees to receive the COVID-19 vaccine prior to the start of the Fall 2021 semester unless a reasonable accommodation is approved. Those individuals who do not wish to receive the vaccine must obtain an approved exemption from the Human Resources office. Employees not in compliance with this policy will be placed on unpaid leave until their employment status is determined.

To be considered as fully vaccinated, you must have received all required vaccine doses as of July 30, 2021.

Employees must establish that they have received a vaccination by presenting written evidence of immunization from the designated site or from another authorized healthcare provider.

Unvaccinated employees who have an approved exemption will be required to:

- Wear a face mask / covering at all times around other individuals when on campus,
- Participate in testing protocols on the Rindge campus or [other locations](#) bi-weekly and forward results to Human Resources,
- Continue to practice preventative measures such as, but not limited to: adherence to occupancy limits, hand washing / sanitizing and social distancing.

### **Reasonable Accommodation:**

Employees in need of an exemption from this policy due to a medical reason, or because of a sincerely held religious belief must submit a completed Request for Accommodation form. Submission of this form to the Human Resources office will begin the interactive accommodation. Exemptions will be granted and reasonable accommodations provided under the applicable law, for disability and other legitimate medical reasons (with verifying medical documentation) or religious reasons. Employees that need to

request an exemption are required to provide documentation to Human Resources before July 30. All requests for exemption will be kept confidential.

The three COVID-19 vaccinations granted approved Emergency Use Authorization (EUA) to date by the FDA are Moderna, Pfizer and Johnson & Johnson. Documentation of any of the three will be acceptable for employees to fully satisfy the COVID-19 vaccination requirement.

**Disability Accommodation:**

In accordance with Franklin Pierce University's Disability Accommodations Policy, the university provides reasonable accommodations, absent undue hardship, to qualified individuals with disabilities that enable them to perform their job duties. If you believe you need an accommodation regarding this policy because of a disability, you are responsible for requesting a reasonable accommodation from the Human Resources office.

**Religious Accommodation:**

Franklin Pierce University provides reasonable accommodations, absent undue hardship, to employees with sincerely held religious beliefs, observances, or practices that conflict with getting vaccinated. If you believe you need an accommodation regarding this policy because of your sincerely held religious belief, you are responsible for requesting a reasonable accommodation from the Human Resources Department.

**Exemption for Other Medical Reasons:**

Exemptions for other medical reasons may be available on a case-by-case basis/for conditions such as pregnancy, breastfeeding, history of certain allergic reactions, and any other medical condition that is a contraindication to the COVID-19 vaccine even if they do not qualify as a disability under federal, state, or local law. Franklin Pierce University will engage in an interactive dialogue with you determine whether an exemption is appropriate and can be granted without imposing an undue hardship on the university.

**Non-Retaliation**

Franklin Pierce University prohibits any form of discipline, reprisal, intimidation, or retaliation for reporting a violation of this policy or any other health and safety concern. Employees also have the right to report work-related injuries and illnesses, and Franklin Pierce University will not discharge or discriminate or otherwise retaliate against employees for reporting work-related injuries or illnesses or good faith health and safety concerns

**Policy Administration**

Human Resources Department is responsible for administering and enforcing this policy. If you have any questions regarding this policy, please contact the Human Resources Department.

**Policy Modification:**

Franklin Pierce University reserves the right to modify this policy at any time in its sole discretion to adapt to changing circumstances and business needs, consistent with its commitment to maintaining a safe and healthy workplace.

Government and public health guidelines and restrictions and business and industry best practices regarding COVID-19 vaccines are changing rapidly as new information becomes available, further research is conducted, and additional vaccines are approved and distributed.