



Vaccination Policy: Mandatory

Purpose

In accordance with Bolivar County Community Action Agency, Inc.'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; our clients and visitors; and the community at large from infectious diseases, such as COVID-19 or influenza, that may be reduced by vaccinations. This policy will comply with all applicable laws and is based on guidance from the Centers for Disease Control and Prevention, the Occupational Safety and Health Administration (OSHA), other public health and licensing authorities, and local health authorities, as applicable.

Scope

All employees are required to receive vaccinations as determined by BCCAA Health Services Department unless a reasonable accommodation is approved. Employees not in compliance with this policy will be placed on unpaid leave until their employment status is determined by the Human Resources Department.

Procedures

Employees will be notified by the Human Resources Department as to the type of vaccination(s) covered by this policy in addition to the COVID-19 vaccine and the timeframe(s) for having the vaccine(s) administered. During the initial implementation of this policy, BCCAA will provide either onsite access to the vaccines or a list of locations to assist employees in receiving the COVID-19 vaccine on their own.

If necessary, BCCAA will pay for all COVID-19 vaccinations as the budget allows (in most places free NOW). When not received in-house, vaccinations should be run through employees' health insurance, where applicable, and otherwise be submitted for reimbursement.

All employees will be paid for time taken to receive vaccinations during regularly scheduled work hours. For offsite vaccinations, employees are to work with their managers to schedule appropriate time to comply with this policy.

Before the stated deadlines to be vaccinated have expired, that is – September 30, 2021 for the first dose of a two (2) dosage regimen (Pfizer or Moderna) to be fully vaccinated or a single Janssen/Johnson & Johnson dosage; and November 30, 2021 to be fully vaccinated in the two (2) dosage regimen, employees will be required to provide either proof of vaccination or an approved reasonable accommodation to be exempted from the requirements.

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 to the Human Resources department to begin the interactive accommodation process as soon as possible after vaccination deadlines have been announced. Accommodations will be granted where they do not cause BCCAA undue hardship or pose a direct threat to the health and safety of others.

Proof of Negative Testing Result

Bolivar County Community Action Agency, Inc. has a general duty to make reasonable efforts to maintain a safe work environment for our employees and their families; our students and their families; our clients and visitors; and the community at large that is free from recognized hazards that are causing or are likely to cause death or serious physical harm. Because COVID-19 is a contagious virus with the potential to cause serious physical harm or death, BCCAA's Board of Directors strong desire is to restore and keep our workplaces as safe and healthy as possible. Where BCCAA has granted an accommodation request of an employee, who because of medical reasons or religious beliefs, is unable or unwilling to be fully vaccinated for the Coronavirus and its various strains, then BCCAA will require the employee to provide proof of a negative COVID-19 test result at least monthly from an FDA approved molecular Polymerase Chain Reaction (PCR) test at the employee's own expense. Failure to provide proof of a monthly negative testing result may result in termination of employment.

Please direct any questions regarding this policy to the Human Resources Department.