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Statement of.....

Policy and Responsibility

SUBJECT: EMPLOYEE IMMUNIZATIONS

I. Purpose and Philosophy

In compliance with Salt Lake County Board of Health Regulation #38, *Certificate of School Employee Immunization Requirements*, and in accordance with Utah Code Annotated §26A-1-121, it is the policy of the District that all school-based personnel are immunized against vaccine-preventable disease to prevent the spread of communicable disease and to protect the public's health. This policy is adopted to facilitate the timely identification of employees who must be excluded and to outline the details of their employment status during the period of exclusion.

II. Record of Immunizations

All employees shall maintain and provide to the District a record of immunization or immunity for the diseases as listed:

- **MMR** (measles, mumps and rubella): Personnel born in or after 1957 must have documentation of two doses of the MMR administered at least one month apart, or proof of immunity.
- **Tdap** (tetanus, diphtheria and acellular pertussis): Personnel must provide documentation of one dose of the Tdap.
- **Varicella** (chickenpox): Personnel must provide documentation of receiving two doses of Varicella vaccine at least four weeks apart, or physician diagnosis or personal recall of Varicella disease or proof of immunity.

These records will be recorded in the Utah Statewide Immunization Information System (USIIS) and will allow administrators and local health department officials to immediately identify employees who may remain at work during the outbreak. Employees with no record on file, or whose record does not indicate immunization against the disease identified in an outbreak, may be excluded from the school or workplace until authorized by the local health department to return.

All new employees are required as a condition of employment to provide to the District verification of immunity or immunization against the diseases within 30 days of their starting date.

III. Exemptions

School-based personnel may claim an exemption to an immunization for medical, religious, or personal reason(s) as allowed by Utah Code Annotated §53A-11-102. Each exemption claimed must be accompanied by the appropriate Salt Lake County Health Department Exemption Form.

The Salt Lake County Health Department may exclude any school-based personnel who have not been immunized, even if an exemption has been submitted for the duration of the outbreak and/or threat of exposure.

IV. Exclusion Procedures

In the event of an outbreak of a vaccine preventable disease at a school or other District site, administrators and school nurses will cooperate with health department personnel in identifying students and employees who have not provided proof of immunity. If the health department determines that an employee must be excluded, the District will take action according to the following provisions.

- a. An excluded employee who has demonstrated a sincerely held religious belief against receiving the immunization shall be placed on paid administrative leave during the time of exclusion. If a substitute is needed the District will cover the cost of the substitute during the time of exclusion.
- b. An excluded employee who has demonstrated by a written notice signed by a physician that immunization is not possible due to disability or other medical condition shall be placed on paid administrative leave during the time of exclusion. If a substitute is needed the District will cover the cost of the substitute during the time of exclusion.
- c. All other excluded employees (including those with a personal exemption) shall be placed on unpaid administrative leave during the time of exclusion. If a substitute is needed the District will cover the cost of the substitute during the time of exclusion.

When the Salt Lake County Health Department determines an employee must be excluded they shall notify the school nurse. The school nurse shall then notify the school principal and the Director of Personnel.

In the event an employee is excluded, school nurses, school principals and other District administrators shall communicate with health department officials regarding such issues as school schedules, activities, and other information so that the exclusion does not unnecessarily disrupt school operation.