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Sponsor Judith Davies: NE
Occupational
Health Manager

Area Environmental
Health & Safety -
Institutional

Applicability FHCC
Institutional
Policies

References Org Wide/
Institutional



COVID-19 Vaccination Policy

SCOPE

This policy applies to:

- This policy applies to all Fred Hutchinson Cancer Center workforce members. For the purposes of this policy, it does not include employees or non-employees who regularly work outside the United States, such as in South Africa or Uganda. Please see the disclaimer below for more information as to the scope of this policy.

PURPOSE

Given the extensive risks Severe Adult Respiratory Syndrome Coronavirus 2 (SARS-CoV-2 or "COVID-19") presents to our workforce and community, Fred Hutchinson Cancer Center has a mandatory COVID-19 vaccination policy, with limited exceptions. Additionally, Fred Hutchinson Cancer Center has a mandatory COVID-19 Vaccination Program, with no exceptions, whereby Fred Hutchinson Cancer Center tracks vaccination status.

DEFINITIONS

- "Clinical Facilities" Also known as "health care settings," Clinical Facilities include Fred

Hutchinson Cancer Center facilities that are used for in-person patient care or otherwise in the delivery of health care services. Fred Hutchinson Cancer Center research facilities are not considered clinical facilities.

- “Fully vaccinated”: People are considered fully vaccinated two weeks after their second dose in a two-dose series, such as the Pfizer or Moderna vaccines, or two weeks after a single-dose vaccine, such as Johnson & Johnson’s Janssen vaccine.
- “Patient Care Roles”: Defined broadly to include not only licensed health care providers but also all Workforce Members, contractors and volunteers who work in a health care setting.
- “Workforce Member”: means:
 - All employees who work in Fred Hutchinson Cancer Center facilities (full time, part time, all classifications of hybrid, and temporary full time, part time, or hybrid)
 - All non-employees who work in Fred Hutchinson Cancer Center facilities (full time, part time, all classifications of hybrid, and temporary full time, part time, or hybrid). Non-employees for purposes of this Policy include but are not limited to:
 - Non-employee faculty members (e.g., HHMI investigators)
 - Clinical, medical and/or administrative staff (e.g., from UW Medicine, UW School of Medicine, Seattle Children’s Hospital)
 - Visiting scientists, postdocs, graduate students
 - Agency employees, interns and volunteers.
 - All employees and non-employees who work remotely, whether full- or part-time remote, including those who work out of state.

POLICY

Summary

COVID-19 vaccination is required, without exception or accommodation, for all Fred Hutchinson Cancer Center Workforce Members providing patient care and/or working in Clinical Facilities. COVID-19 vaccination is required for all other Fred Hutchinson Cancer Center Workforce Members with limited exceptions for approved medical and/or religious accommodations. Participation in the COVID-19 Vaccination Program is required for all Fred Hutchinson Cancer Center Workforce Members without exception.

COVID-19 Vaccination Program

Each Fred Hutchinson Cancer Center Workforce Member is required to participate in the COVID-19 Vaccination Program by completing the [COVID-19 Vaccination Status Form Questionnaire](#) and any related forms or training based on the individual’s responses. There are no exceptions to the requirement to complete the Questionnaire and related forms. For questions regarding the Vaccination Program and/or how to complete the Questionnaire, please refer to the internal program links or contact Environmental Health & Safety.

COVID-19 Vaccination Policy for Fred Hutchinson Cancer Center Workforce Members Providing Patient Care and/or Working in Clinical Facilities.

Due to Fred Hutchinson Cancer Center's immunocompromised patient population, Fred Hutchinson Cancer Center Workforce Members in patient care roles and/or roles that require access to clinical facilities for any duration of time are required to be full vaccinated for COVID-19, without exception or accommodation. Booster doses are strongly recommended but not required. If declining a booster, completion of the [COVID-19 Vaccination Status Form Questionnaire](#) and COVID-19 Booster Declination Training is required.

COVID-19 Vaccination Policy for Fred Hutchinson Cancer Center Workforce Members NOT Providing Patient Care and/or Working in Clinical Facilities.

Fred Hutchinson Cancer Center Workforce Members who are not providing patient care and/or working in Clinical Facilities are required to be fully vaccinated for COVID-19, with limited exceptions. Booster doses are strongly recommended but not required. If declining a booster, completion of the [COVID-19 Vaccination Status Form Questionnaire](#) and COVID-19 Booster Declination Training is required. These Workforce Members include those who work out of state or otherwise work fully remotely. Such Workforce Members may request medical or religious accommodation. Human Resources will review each request on a case-by-case basis and will make a final determination regarding the accommodation request.

Human Resources, in collaboration with the Workforce Member's manager and Environmental Health & Safety, will determine an Accommodation Plan for a Workforce Member with an approved medical or religious accommodation. The Plan will govern any specific requirements for the unvaccinated Workforce Member to work in Fred Hutch facilities.

Note: there may be situations in which a medical or religious accommodation is approvable as to form (meaning the medical or religious reason is valid) but Fred Hutchinson Cancer Center nonetheless cannot accommodate the Workforce Member due to undue hardship, necessitating denial of the overall accommodation request. By way of example only, there may be situations in which there is no workable Accommodation Plan possible given physical distancing requirements. In such situations, Human Resources will work one-on-one with the affected Workforce Members to discuss options. Except in extraordinary circumstances those options will **not** include remote work; Workforce Members expected to work on campus must work on campus.

Policy for Unvaccinated Workforce Members with Approved Accommodations

Unvaccinated Workforce Members are required to comply with the requirements of their individual Accommodation Plans. Additionally, all unvaccinated Workforce Members are required to:

- Wear a mask at all times while in Fred Hutch facilities;
- Maintain physical distancing while in Fred Hutch facilities; and
- Follow the Stay at Home/Return to Work Guidelines;

Unvaccinated Workforce Members who fail to follow these requirements, or who fail to follow other requirements of their individual Accommodation Plans, will be subject to disciplinary action, up to and

including termination of employment. Managers may inform an unvaccinated Workforce Member's teammates that the Workforce Member has an approved accommodation to be unvaccinated. The manager will not disclose the reason for the accommodation, only that it is approved. The purpose of disclosing the person's vaccine status is solely so the coworkers are aware of the need for physical distancing.

Voluntary Masking and Physical Distancing

Workforce Members who are not required to wear a mask may voluntarily choose to do so.

Workforce Members should not inquire with their coworkers as to why that coworker is wearing a mask or physical distancing, as to the details of an approved accommodation, nor question the legitimacy of wearing a mask or physical distancing. Where physical distancing is challenging – such as in a dense lab or shared resource environment, or between colleagues who must work side-by-side on a task – please reach out to your supervisor or manager to help determine an appropriate solution. Any questions or concerns about a coworker's masking or physical distancing should also be referred to one's supervisor or manager.

Outside Vendors

External vendors, contractors, consultants and services providers are handled differently from Workforce Members. It is Fred Hutchinson Cancer Center policy that any external vendors, contractors, consultants or services providers who access Fred Hutchinson Cancer Center facilities must be vaccinated, without exception.

Violations and Disclaimer

Violations of this Policy may result in disciplinary action, up to and including termination of employment or non-employee access. Fred Hutchinson Cancer Center Policies, read together or individually, do not constitute a contract of employment. Please see Policy on Policies for more details. Please refer to the [Immunization Requirements](#) page of the Hazard Awareness Management Manual.

The Fred Hutchinson Cancer Center workforce for purposes of this Policy does not include employees or non-employees who regularly work outside the United States, such as in South Africa or Uganda. That said, any employees or non-employees based abroad must be vaccinated or, if they have been approved for an accommodation, comply with masking and physical distancing requirements in order to visit Fred Hutchinson Cancer Center facilities located within the United States. Workforce Members who are based abroad must also comply with the local requirements in the countries in which they are based.

This Policy is subject to change and requirements may be adjusted by interim directives from the President & Director.

REQUIREMENTS

REFERENCES

- Respiratory Illness/COVID-19 Stay at Home - Return to Work Guidelines
- Fred Hutch QLT205 Immunization and TB Screening Policy
- Environmental Health and Safety Department; [COVID-19 Vaccination Program](#)
- [Occupational Health Program](#)
- [Immunization Requirements](#)

Approval Signatures

Step Description	Approver	Date
	Natalie Simpson: Policy & Practices Mgr [NM]	05/2022
	Terry McDonnell: Chief Nursing Officer	05/2022
	Marni Schatzman: Assc Dir Hlth Sfty & Security	05/2022
	Judith Davies: NE Occupational Health Manager	05/2022