

# Voluntary Vaccination Policy



Vaccination is the most effective defense against flu viruses. So, it behooves you to ensure that your employees get flu shots every year at the start of flu season and during outbreaks. One strategy is to implement a policy encouraging employees to be vaccinated. Here's a template you can adapt, that can also be used for COVID-19 and other illnesses for which vaccination can provide safe and effective immunization.

## INFLUENZA VACCINATION POLICY

### I. PURPOSE

Influenza (the flu) is a contagious respiratory illness caused by influenza viruses. It can cause mild to severe illness, and at times can lead to death. The most effective way to prevent infection from an influenza virus is through annual flu **vaccination**. Annual influenza vaccination protects our staff, our patients, and the integrity of the ABC Company workforce. This policy is intended to maximize vaccination against influenza among all ABC Company personnel and to address influenza vaccination regulatory requirements for specific settings.

### II. POLICY

It is the policy of ABC Company that:

1. The organization will develop, implement, and evaluate a program to offer annual influenza vaccination for ABC Company personnel with an ABC Company ID badge. In the event of limited vaccine availability, flu vaccination allocation will be determined by regulatory requirement and occupational risk.
2. All ABC Company Personnel who work in a general acute care hospital are required to have annual influenza vaccination or complete a statement acknowledging the offer of the vaccination, declining the vaccination, and providing a reason for the declination. Such ABC Company Personnel will follow the procedures of the acute care hospital where they work.
3. ABC Company Personnel who work in a location that does not have a regulatory requirement for influenza vaccination will be provided with annual influenza vaccination, subject to availability.

4. Annually, the organization will evaluate the number of staff, faculty, and students who receive influenza vaccination.

### **III. RESPONSIBILITY**

Direct questions about this policy to Occupational Health Services.