



NOTHING CONTAINED IN THIS POLICY OR IN ANY OTHER POLICY CREATES A CONTRACT RIGHT. CONSISTENT WITH SOUTH CAROLINA LAW, ALL TEAM MEMBERS ARE EMPLOYED "AT WILL," WHICH MEANS THAT THE TEAM MEMBER HAS THE RIGHT TO TERMINATE HIS OR HER EMPLOYMENT AT ANY TIME, WITH OR WITHOUT NOTICE OR CAUSE, AND THAT PRISMA HEALTH AND/OR ITS AFFILIATED ENTITIES RETAIN THE SAME RIGHT.

Human Resources - Team Member Immunizations

Approved Date: 2/5/2019	Effective Date: 10/1/2019	Review Date: 2/5/2020
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Scope:

Prisma Health-Midlands		Prisma Health-Upstate	
X	Prisma Health Baptist Hospital	X	Prisma Health Greenville Memorial Hospital
X	Prisma Health Baptist Parkridge Hospital	X	Prisma Health Greer Memorial Hospital
X	Prisma Health Richland Hospital	X	Prisma Health Hillcrest Hospital
X	Prisma Health Tuomey Hospital	X	Prisma Health Laurens County Hospital
X	Prisma Health Children’s Hospital-Midlands	X	Prisma Health Oconee Memorial Hospital
X	Prisma Health Heart Hospital	X	Prisma Health North Greenville Hospital
X	PH USC Medical Group	X	Prisma Health Patewood Hospital
X	Provider based facilities associated with Prisma Health-Midlands hospitals	X	Prisma Health Surgery Center - Spartanburg
		X	Prisma Health Marshall I. Pickens Hospital
		X	Prisma Health Children's Hospital-Upstate
		X	Prisma Health Roger C. Peace Hospital
		X	Prisma Health Baptist Easley Hospital
		X	University Medical Group UMG/PIH
		X	Provider based facilities associated with Prisma Health-Upstate hospitals

Policy Statement:

Maintenance of immunity is an essential part of prevention and infection control program for health care workers because of their high risk for exposure to and transmission of vaccine-preventable diseases. CDC’s Advisory Committee on Immunization Practices (ACIP) consider the following diseases: Hepatitis B, influenza, measles, mumps, rubella, pertussis, and varicella, for which immunizations are strongly recommended.

Associated Policies and Procedures:

N/A

Associated Lippincott Procedures: (as applicable)

N/A

Definition:

- A. **Team members:** Team members include employees, credentialed physicians, dentists, and allied health professionals, residents, volunteers, students, contractors and other persons whose conduct, in the performance of work for Prisma Health, are under the direct control of and/or represent Prisma Health, whether or not they are paid.
- B. **Influenza season:** For the purpose of this policy, flu season is defined each year based on flu activity identified by CDC and recommendation from Prisma Health Employee Health Medical Directors. It is typically October-March. Deadline dates will be communicated to all team members using Prisma Health’s standard communication channels.

Responsible Positions:

N/A

Equipment Needed:

N/A

Procedural Steps:

- 1. Guidelines
 - 1.1 Hepatitis B
 - 1.1.1 Hepatitis B antibody testing will be performed if a new team member reports history of receiving vaccine in the past but does not have documentation of immunity by titer. If the titer is negative, Employee Health will test for Hep B surface antigen. If a team member has not completed the entire series, the vaccine will be offered to complete the series and then titers will be drawn 30 days after the completed series.
 - 1.1.2 Hepatitis B vaccine is offered free to all team members. Any team member who refuses the vaccine will sign a declination form.
 - 1.1.3 If a team member’s Hepatitis B antibody level post-primary series shows non-immunity, the team member will be offered the entire series again followed by a second antibody titer. If the second antibody shows non-immunity, the team member should be tested for HBsAg to rule out chronic HBV infection or carrier state. An individual demonstrating non-immunity after receiving two series of Hepatitis B vaccine will be documented as a non-responder.
 - 1.2 MMR
 - 1.2.1 Team members without vaccine documentation are tested for mumps, rubella, and rubeola immunity upon hire or at annual appointment if no pre-employment test was performed.
 - 1.2.2 All team members without vaccine records indicating two previous MMR vaccinations and a negative titer (non-immune) for Mumps and Rubeola will receive the MMR vaccination.

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1.2.3 All team members without vaccine records indicating one previous MMR vaccination and a negative titer (non-immune) for Rubella will receive the MMR vaccination.

- MMR vaccine is not to be given during pregnancy. Prisma Health Employee Health RN will give instructions to avoid conception for four weeks.

1.3 Varicella

1.3.1 Team members without vaccine documentation are tested for varicella immunity upon hire or at annual appointment if no pre-employment test was performed. Proof of disease will not be accepted.

1.3.2 All team members without vaccine records indicating two previous Varicella vaccinations and a negative titer (non-immune) for Varicella will receive the required number of Varicella vaccines.

1.3.2.1 Varicella vaccine is not to be given during pregnancy. Prisma Health Employee Health RN will give instructions to avoid conception for four weeks.

1.3.2.2 Timing of injections should be coordinated with the supervisor for any team member who has or may have patient contact. Team member should avoid contact with high-risk patients (PICU, NICU, Oncology, Nursery, Birthplace, Post-Partum) for 2-3 weeks after each injection. Any team member who develops rash post vaccine should avoid contact with any patient while the rash is present.

1.4 Flu

1.4.1 All team members working at Prisma Health are immunized against influenza on an annual basis.

1.4.2 Influenza vaccination will be offered from the time it becomes available through the end of flu season, assuming there is no vaccine shortage.

1.4.2.1 If the influenza vaccine supply should be disrupted, an expert panel within Prisma Health will be formed to determine the priority job categories which will be provided influenza vaccine, until additional supply can be obtained.

1.4.2.2 Preservative-free vaccine will be provided and an egg-free product will be delivered as indicated.

1.4.3 All team members must have one of the following on or before influenza season begins:

1.4.3.1 Influenza vaccine administered by Prisma Health.

1.4.3.2 Influenza vaccine administered elsewhere with confirming documentation acceptable for Prisma Health.

1.4.3.3. Documentation of exemption from Prisma Health.

1.4.4 Prisma Health Employee Health will follow Centers for Disease Control and Prevention (CDC) and National Quality Forum (NQF) performance measures to calculate annual influenza vaccination rates for employed team members and licensed independent professionals (LIPs).

1.5 Tdap. All team members without a history of Tdap will be offered Tdap. All team members working in the bone marrow transplant unit and NICU without a documented history of Tdap will receive the Tdap vaccination.

1.6 Meningococcal. Meningococcal vaccine is offered to all microbiologists who are routinely exposed to isolates of *N. meningitidis*. If a team member does not receive the vaccine, he/she will sign a Meningococcal Vaccine Declination Form.

2. Documentation

2.1 Each team member will complete a consent prior to vaccination. The consent will include the name and title of the person who administered the vaccine, the date of administration, the vaccine manufacturer, the lot number of the vaccine used, and the date of the Vaccine Information Statement (VIS).

2.2 All vaccines administered by Employee Health will be reported to the SC DHEC Vaccine Registry.

3. Exemptions

3.1 Prisma Health recognizes a limited number of clearly defined exemptions from mandatory immunizations.

3.2 Team members with documented medical contraindications to receiving mandatory vaccines may request a medical exemption. The final decision on a medical exemption will be the sole discretion of the Prisma Health Employee Health Medical Director with input from Infection Prevention as needed.

3.3 Team members may request an exemption from the mandatory vaccine as an accommodation to a sincerely held religious belief or practice. All such requests for accommodation shall be approved by a Prisma Health committee comprised of Human Resources, Chaplaincy and Legal.

3.3.1 The written request should clearly explain why the immunization is contrary to the individual's religious beliefs. Requests must be based on a sincere religious belief that prohibits vaccines; not on philosophical, political, scientific, or sociological objections to the vaccine.

3.3.2 All requests for exemption will remain confidential.

3.3.3 The following restrictions will apply to team members who are exempt from receiving vaccinations:

3.3.3.1 MMR: Any team member with an approved exemption will not work in a clinical area or have direct patient contact.

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- 3.3.3.2. Varicella: Any team member with an approved exemption will not work in a clinical area or have direct patient contact.
- 3.3.3.3. Tdap: Any team member with an approved exemption will not work in an area defined as high risk.
- 3.3.3.4. Influenza: All team members will wear a surgical mask or approved face shield while at work, with the exception of breaks and meals, during influenza season.
 - 3.3.3.1.1 Masks must be changed and discarded at the end of the day or sooner if visibly soiled, wet, or when departing from a contact/droplet isolation room.
 - 3.3.3.1.2 When not in use, surgical masks should not be worn hanging around the neck.
 - 3.3.3.1.3 Each department will be responsible for providing masks for any team member who has an approved exemption.

4. Enforcement

- 4.1 All team members are expected to comply while working, while doing business or when present on Prisma Health property.
 - 4.2 Current team members who fail to comply will be placed on administrative leave of one week or less. If, at the end of the administrative leave, the team member has not met the vaccination requirement, the team member will be considered to have voluntarily resigned.
 - 4.3 New hires will be required to comply with the immunization requirements before beginning work at Prisma Health. Human Resources will be involved to offer reasonable accommodations for pregnant women unable to receive MMR and/or Varicella immunizations upon hire.
 - 4.4 For team members who have a valid exemption on file, the immediate supervisor will be responsible for ensuring compliance with requirements related to the exemption (no patient contact, mask-wearing, etc.). Failure to comply with the requirement will subject the supervisor and/or team member to corrective action up to and including termination of employment.
5. Simultaneous Immunizations. Vaccine manufacturers, CDC and DHEC indicate it is safe for influenza, hepatitis B, meningococcal and tetanus immunizations to be given at the same time, at different sites. While professional judgement will be exercised in individual cases, Employee Health will give immunizations listed above simultaneously.

References:

Center for Disease Control and Prevention (CDC)
National Quality Forum (NQF)
SC DHEC Vaccine Registry

Appendixes:

N/A

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