

**Addendum XIII County of Lake  
COVID-19 Vaccine Verification, Testing, and Vaccination Policy**

**I. PURPOSE**

This policy has been established to comply with the COVID-19 vaccine status verification, COVID-19 testing, and vaccination requirements, as mandated by the July 26<sup>th</sup>, August 5<sup>th</sup>, and August 19<sup>th</sup> Orders of the California State Public Health Officer.

**II. SCOPE OF POLICY**

This policy applies to all County staff, interns, and volunteers that provide services or work in the facilities listed below. Which impacts employees in Public Health, Behavior Health, and County Jail.

A. Acute Health Care and Long-Term Care Settings:

1. General Acute Care Hospitals
2. Skilled Nursing Facilities (including Subacute Facilities)
3. Intermediate Care Facilities

B. High-Risk Congregate Settings:

4. Adult and Senior Care Facilities
5. Homeless Shelters
6. State and Local Correctional Facilities and Detention Centers

C. Other Health Care Settings:

7. Acute Psychiatric Hospitals
8. Adult Day Health Care Centers
9. Adult Day Programs Licensed by the California Department of Social Services
10. Program of All-Inclusive Care for the Elderly (PACE) and PACE Centers
11. Ambulatory Surgery Centers
12. Chemical Dependency Recovery Hospitals
13. Clinics & Doctor Offices (including behavioral health, surgical)
14. Congregate Living Health Facilities
15. Dental Offices
16. Dialysis centers

17. Hospice Facilities

18. Pediatric Day Health and Respite Care Facilities

19. Residential Substance Use Treatment and Mental Health Treatment Facilities

### **III. EFFECTIVE DATE**

Verification of Vaccine status and testing effective August 23, 2021.

Fully vaccinated by September 30, 2021

### **IV. POLICY**

#### **Emergency Health and Safety Measure**

The COVID-19 pandemic is a public health emergency. The California State Public Health Officer has concluded that vaccination against COVID-19 is the most effective means of preventing infection with the COVID-19 virus, and subsequent transmission and outbreaks. COVID-19 vaccine status verification, vaccine requirements, or testing requirements for staff working in health care settings, long term care settings and high-risk congregate settings are critical and necessary steps to ensuring the health and safety of the staff, patients, clients, or residents in these facilities and preventing the spread of COVID-19.

The COVID-19 vaccine status verification, vaccine requirements, and testing listed below are reasonable and essential health and safety measures that are job-related and consistent with business necessity because individuals with COVID-19 pose a direct threat to others in the above-mentioned facilities during the COVID-19 pandemic. By complying with these requirements, staff diminish the risk of transmitting COVID-19 and can more safely perform their duties working with vulnerable populations. COVID-19 vaccine status verification, testing, and vaccination of staff working in the above-mentioned facilities is mandatory and a condition of employment for County employees.

### **V. VACCINE STATUS VERIFICATION**

All facilities identified in Section III of this policy must verify the vaccine status of all workers.

1. Pursuant to the [CDPH Guidance for Vaccine Records Guidelines & Standards](#), the County will accept a photo or a scanned copy of any of the following records as proof of vaccination:
  - a. COVID-19 Vaccination Record Card (issued by the Department of Health and Human Services Centers for Disease Control & Prevention or WHO Yellow Card) which includes name of person vaccinated, type of vaccine provided and date last dose administered); OR
  - b. Documentation of COVID-19 vaccination from a health care provider; OR
  - c. Digital record that includes a QR code confirming the vaccine record as an official record of the state of California.
2. Employees identified by the County to be working in the above-mentioned facilities are required to send proof of vaccination to HR so the County can verify their vaccination status.

3. To get a digital copy of your COVID-19 record visit: <https://myvaccinerecord.cdph.ca.gov>.

## **VI. HEALTH CARE SETTING VACCINE REQUIREMENTS**

All workers who provide services or work in facilities described in section III must have their first dose of a one-dose COVID vaccine regimen or their second dose of a two-dose COVID vaccine regimen by September 30, 2021. Prior to this date, unvaccinated or incompletely vaccinated workers in such facilities must comply with the respirator and testing requirements discussed below.

Employees that are unable to meet the September 30, 2021 vaccination deadline may request a 45 day extension in writing from HR. Employees granted an extension must continue to comply with the testing, and respirator or mask requirements and testing requirements described in this policy.

### **Social Services Exception Accessing Facilities**

Social Services employees accessing hospitals, General Acute Care Hospitals, Skilled Nursing Facilities, and Intermediate Care Facilities as a part of their job do not have to be vaccinated. However, employees may need to show proof of vaccination or a negative COVID-19 test result within the last 72 hours, in order to conduct a visit or inspection based on the facilities policy.

### **Ombudsman Exception**

Regardless of vaccination status, the following are exempt from a facility's visitation restrictions and may have access to a resident in any zone:

- Ombudsman: Facilities must permit ombudsman in the facility.
- Ombudsman are required to be asymptomatic and CDPH recommends that ombudsman be tested weekly regardless of their vaccination status to ensure they do not pose a transmission risk when entering the facility.

### **Medical and Religious Exception**

Workers may be exempt from this vaccination requirement upon providing Human Resources (HR) a Medical or Disability Exemption Request Form or a Religious Exception Request Form.

- a. To be eligible for a Qualified Medical Reasons exemption, the worker must fill out a Medical or Disability Exemption Request Form and provide HR, with a medical certification form signed by a physician, nurse practitioner, or other licensed medical professional practicing under the license of a physician stating that the individual qualifies for the exemption. The statement should not describe the underlying medical condition or disability and indicating the probable duration of the worker's inability to receive the vaccine or if the duration is unknown or permanent, so indicate.
- b. To be eligible for a Religious Exception, the worker must fill out and send HR a Religious Exception Request Form.

If the County deems a worker to have met the requirements of an exemption, the unvaccinated exempt worker must continue to comply with the respirator or mask requirements and testing requirements described below.

## **VII. RESPIRATOR OR MASK REQUIREMENTS**

- a. All facilities identified in this policy must adhere to the current CDPH Masking Guidance. To the extent they are already applicable, facilities must also continue to adhere to Cal/OSHA's standards for Aerosol Transmissible Diseases (ATD), which requires respirator use in areas where suspected and confirmed COVID-19 cases may be present, and the Emergency Temporary Standards (ETS) that requires all unvaccinated workers be provided a respirator upon request.

## **VIII. TESTING REQUIREMENTS**

### **Acute Health Care and Long-Term Care Settings:**

- Prior to September 30, 2021, all asymptomatic unvaccinated or incompletely vaccinated workers are required to undergo diagnostic screening testing at least twice weekly with antigen testing or PCR testing.
- On and after September 30, 2021, the required twice-weekly testing continues only for those unvaccinated workers who the County has deemed to have met the requirements of an exemption to the health care worker vaccination requirement.

### **High-Risk Congregate Settings:**

- Asymptomatic unvaccinated or incompletely vaccinated workers are required to undergo diagnostic screening testing at least once weekly with antigen testing or PCR testing.
- More frequent testing improves outbreak prevention and control and is encouraged, especially with antigen testing.

### **Other Health Care Settings:**

- Prior to September 30, 2021, all asymptomatic unvaccinated or incompletely vaccinated workers are required to undergo diagnostic screening testing at least once weekly with antigen testing or PCR testing.
- More frequent testing improves outbreak prevention and control and is encouraged, especially with antigen testing.
- On and after September 30, 2021, the required weekly testing continues only for those unvaccinated or incompletely vaccinated workers who the County has deemed to have met the requirements of an exemption to the health care worker vaccination requirement.

Social Services employees accessing General Acute Care Hospitals, Skilled Nursing Facilities, and Intermediate Care Facilities are considered visitors and do not have to be tested as described above. Employees must either show proof of vaccination or a negative COVID-19 test result within the last 72 hours in order to conduct a visit or inspection.

### **All facilities outlined in the August 5, 2021 Health Order:**

- The County will provide tests to satisfy the testing requirements for unvaccinated or incompletely vaccinated workers described above.
- Workers may choose to get tested on their own time by a health care provider or testing facility of their choice; the test used must be either a PCR or antigen test. Any PCR (molecular) or antigen test used must either have Emergency Use Authorization by the U.S. Food and Drug Administration or be operating per the Laboratory Developed Test requirements by the U.S. Centers for Medicare and Medicaid Services.
- Unvaccinated or incompletely vaccinated workers must observe all other infection control requirements, including masking, and are not exempted from the testing requirement even if they have a medical exception, since they are still potentially able to spread the illness.
- Diagnostic screening testing of asymptomatic fully vaccinated workers is not currently required by the order of the California State Public Health Officer. However, fully vaccinated workers may consider continuing routine diagnostic screening testing if they have underlying immune compromising conditions which might impact the level of protection provided by COVID19 vaccine.
- Departments may have their own specific testing policy in place that may apply to staff, regardless of vaccination status.
- Facilities with workers required to undergo workplace diagnostic screening testings will have a plan in place for tracking test results and must report results to local public health departments.

### **Testing**

The COVID-19 testing of all staff covered by this policy will be conducted by a trained employee or vendor and will be done at no cost to staff. Staff may choose to get tested on their own time by a health care provider or testing facility of their choice and will be required to submit documentation of the date of their test and that they received a negative result.

Staff who choose to get tested on their own time will still be required to be tested or provide date-stamped test results on a regular and periodic basis as outlined in this policy.

### **Missed Tests**

If a staff member misses the on-site COVID-19 testing provided by the County because they were not working on the date of the County testing they must contact the on-site testing person / vendor and complete a test within two working days of returning to work.

A staff member may obtain testing through a health care provider or testing facility of their choice. Staff who choose this option must provide documentation from their health care provider indicating the individual was tested for COVID 19, the date of the test and the results. Staff may be required to show documentation that they have taken the test through an outside provider and are awaiting results.

## **Test Results and Confidentiality**

The County will take reasonable measures to maintain the confidentiality of information regarding the COVID-19 vaccination or testing status of staff. Any information that the County stores regarding the COVID-19 status of an employee will be separately maintained from the employee's personnel file, thus limiting access to this confidential information. The results from COVID-19 testing will only be used for purposes related to preserving the health and safety of employees, patients, clients, inmates, and the community, and will not be used for any other purpose.

An employee who tests negative for COVID-19 may continue working.

An employee who has tested positive for COVID-19 and who believes they were exposed to COVID 19 while working on-site or in the field for the County must contact their direct supervisor or the County's Risk Management Department to file a Workers' Comp claim with the Risk Management Program Coordinator.

## **IX. DISCLOSURE OF RESULTS AND RECEIPT OF INFORMATION**

Staff and/or the testing vendor will disclose test results to the County on an as-needed basis, in accordance with this policy.

## **X. NON-COMPLIANCE WITH POLICY**

COVID-19 vaccine status verification, testing, and vaccination of staff working in the facilities outlined in section III above is mandatory per the orders of the California State Public Health Officer and is a condition of employment for County employees.

Employees who do not comply with this policy may be subject to disciplinary action. Volunteers who refuse to comply with vaccination or testing requirements will no longer be permitted to volunteer in County facilities that require vaccination or testing.