



Influenza Vaccination, 200.82

PURPOSE

Influenza (Flu) occurs in annual epidemics typically during the late fall through early spring causing an annual average of approximately 36,000 deaths and more than 200,000 hospitalizations in the United States. Since annual influenza vaccination is the most effective method for preventing influenza virus infection and its complications and transmission of influenza is a recognized risk to healthcare workers in healthcare facilities, the annual seasonal influenza vaccine is provided free of charge to all Thomas Jefferson University and its controlled affiliates' employees, students, and volunteers.

DEFINITIONS

Direct care provider - all healthcare personnel including all paid and unpaid persons working in healthcare settings who have the potential for exposure to patients with influenza, infectious materials, including body substances, contaminated medical supplies and equipment, or contaminated environmental surfaces. This category includes, but is not limited to physicians, nurses, nursing assistants, therapists, technicians, emergency medical service personnel, dental personnel, pharmacists, laboratory personnel, autopsy personnel, students, contractual staff not employed by Jefferson and persons, i.e., clerical, dietary, housekeeping, maintenance, not directly involved in patient care, but potentially exposed to infectious agents that can be transmitted to and from healthcare personnel.

Clinical entity - Jefferson Abington Hospital, Jefferson Bucks Hospital, Jefferson Cherry Hill Hospital, Jefferson Einstein Hospital, Jefferson Einstein Montgomery Hospital, Jefferson Frankford Hospital, Jefferson Hospital for Neuroscience, Jefferson Lansdale Hospital, Jefferson Methodist Hospital, Jefferson Moss-Magee Rehabilitation Hospital - Center City, Jefferson Moss-Magee Rehabilitation Hospital - Elkins Park, Jefferson Stratford Hospital, Jefferson Torresdale Hospital, Jefferson Washington Township Hospital, Thomas Jefferson University Hospital, Physicians Care Surgical Hospital, Rothman Orthopedic Specialty Hospital, Jefferson University Physicians and Jefferson Medical Group.

POLICY

The annual influenza vaccination is mandatory. This mandatory vaccination policy applies to:

- All individuals employed by a Jefferson clinical entity.
- All Jefferson employees, volunteers, and contractors who engage in regular contact with clinical areas.
- All Jefferson Medical Staff members.

- All Jefferson students in clinical programs.
- All health care industry representatives (HCIR) at a Jefferson site.
- All visiting students in Jefferson clinical areas.

Excluded from this mandate: Jefferson employees who are not direct care providers (see DEFINITION) and do not work in a clinical entity.

Vaccination is offered and highly recommended to all Jefferson University employees. In the event of vaccine supply delays, the Jefferson Infection Control Committee may decide to suspend the policy for the duration of the shortage and will assist with communications regarding the policy suspension.

PROCEDURE

Jefferson will provide the annual seasonal influenza vaccination free of charge to Jefferson employees/Medical Staff members/students/volunteers. Contractors, health care industry representatives and visiting students are required to submit documentation of their influenza vaccines to the employee health clinics. (See below). They are not eligible for vaccination through these clinics.

Faxes and emails of vaccination proof will not be accepted.

Jefferson employees who wish to be vaccinated elsewhere must upload their documentation to Employee Self-Service, by selecting the Flu/COVID tile. Influenza vaccine documentation must include employee/student/volunteer name, vaccine brand, date of injection, with administrating vaccination clinic or office name. Incomplete documentation will not be accepted. Vaccinations given at the Jefferson physician practices are documented in Jefferson's patient facing electronic medical record (EMR) and are required to be uploaded to MyHR: Employee Self-Service.

JOHN Center City, Suite 205	t. 215-955-6835
JOHN Methodist/Magee, Suite 204	t. 215-955-0152
JOHN Abington	t. 215-481-2233
JOHN Lansdale	t. 215-361-4699
JOHN Northeast	t. 215-612-8491
JOHN New	t. 856-557-7650

Jersey Einstein - Philadelphia	t. 215-456-1066
Einstein - Montgomery	t. 484-622-7084

Prioritization of vaccination by job category may be instituted in the event of vaccine shortages or delay in delivery.

Medical exemptions

Covered Individuals who want to request a medical exemption or deferral must fully and legibly complete a Jefferson Health Influenza Vaccine Medical Exemption form located here: (Attachment 1).

Medical Exemption forms must be submitted via email to exemptions@jefferson.edu by the stated deadline. Medical exemptions are allowed for recognized contraindications referenced at www.flu.gov.

Those who are not approved for a medical exemption will be required to be vaccinated by the stated deadline.

Religious Exemptions

Covered Individuals who want to request a religious exemption must fully and legibly complete Jefferson's Influenza Religious Exemption form located here: (Attachment 2).

Religious exemptions must be submitted via email to exemptions@jefferson.edu by the stated deadline. Those who are not approved for a religious exemption will be required to be vaccinated by the stated deadline.

****A11** employees who have approved medical or religious exemptions must be vigilant for the signs and symptoms of influenza and must wear a face mask during their entire work shifts for the duration of the influenza season, October 1 - May 1 in most years. Failure to comply will be addressed by the supervisor in consultation with the Human Resources Business Partner.

NON-COMPLIANCE

Deadline for compliance: November 10

Consequences of non-compliance:

Employee: Placement on suspension until compliant for up to 14 business days. Termination for failure to meet mandatory job requirement if employee remains non-compliant after 14 business days.

Medical Staff Member: Suspension of privileges

Student: Restriction from class and clinical work until compliant

Volunteer: Restriction from volunteer activities until compliant

HCI/Contractor: Restriction from clinical privileges

Multiple occurrences of failing to obtain influenza vaccination timely and/or violations of policies related to maintaining mandatory job requirements may result in disciplinary action up to and including termination.

Review Frequency: Annual

Responsibility for maintenance of policy: Director, Occupational Health

Approved By:

Lisa Satteson
EVP and CHRO

Origination, 10/2009

Last Approved, 09/2023

Effective, 09/2023

Last Revised, 09/2023

Next Review, 09/2024

Owner:

[Nelson Russom, Lynn: Senior Director of JOHN](#)

Area

[Human Resources](#)

Applicability

[Jefferson Enterprise-Wide](#)