



COMMUNITY CARE NETWORK OF KANSAS

Health. Equity. Justice.

COVID-19 Vaccination Employee Policy

Purpose

During these uncertain times, it is our duty provide and maintain a workplace that is free of known hazards. We are adopting this policy to safeguard the health of our employees and their families, our patients, and the community at large from infectious diseases, such as COVID-19, that may be reduced by vaccinations, and to create a more certain future. Below, we have provided an outline of these policies with links for more information.

Scope

All employees may be required to receive the COVID-19 vaccinations as recommended by the Center for Disease Control and Prevention, unless a reasonable accommodation is approved. For more information on accommodation considerations and to apply for an accommodation view the COVID-19 Request for Accommodation form.

Procedures

Employees will be notified by the employee designated as the COVID-19 employee vaccine coordinator regarding the vaccine implementation strategy stating positions and/or employees that will be vaccinated and timeframes for having the vaccines administered. Vaccinations will either take place onsite or a list of locations to assist employees in receiving the vaccines will be provided. All employees will be paid for time taken to receive vaccinations. For offsite vaccinations, employees are to work with their managers to schedule appropriate time to comply with this policy.

Reasonable Accommodation

Employees in need of an exemption from this policy due to a medical reason, or because of a sincerely held religious belief, must submit a completed COVID-19 Request for Accommodation form to the human resources department or designated COVID-19 employee vaccine coordinator for approval. Accommodations will be granted where they do not cause undue hardship or pose a direct threat to the health and safety of others.

Links to Resources

[Centers for Disease Control and Prevention COVID-19 Vaccination Information](#)

[What You Should Know About COVID-19 and the ADA, the Rehabilitation Act, and Other EEOC Laws](#)