



<b>Policy Title:</b> Rush Personnel Influenza Immunization Plan		<b>Former Policy Number:</b> OP-0358	
<b>Document Owner:</b> Sreya Alex		<b>Approver(s):</b> Alexander Tomich, Angelique Richard	
<b>Date Created:</b> 12/01/2020	<b>Date Approved:</b> 02/05/2021	<b>Date Updated:</b> 12/28/2020	<b>Review Due:</b> 02/05/2024
<b>Applies To:</b> RUMC <input checked="" type="checkbox"/> RUMG <input checked="" type="checkbox"/> ROPH <input type="checkbox"/> RCMC <input type="checkbox"/> RCH <input type="checkbox"/> ROPPG <input type="checkbox"/> RCMG <input type="checkbox"/>			

Printed copies are for reference only. Please refer to the electronic copy for the latest version

**I. Policy**

The purpose of this policy is to provide protection from influenza through annual immunization of all Rush personnel.

All managers, supervisors, medical staff leadership and Deans are to ensure that Rush personnel that present for more than one working day from October 1 through March 31 each year are compliant with the influenza immunization program as defined by the Rush Infection Prevention and Control (IPC) department.

**Annual Influenza Immunization**

All Rush personnel are to be immunized against influenza annually as recommended by the Centers for Disease Control and Prevention/ Advisory Committee on Immunization Practices (CDC/ACIP) and approved by Rush IPC unless an exemption has been granted as described below.

Influenza vaccine is available free of charge to all Rush personnel. The vaccination program is coordinated through Employee and Corporate Health (ECHS). Rush personnel who are vaccinated through services other than ECHS (i.e. private physician office, public clinics) are to provide proof of immunization to ECHS. Proof of immunization may include a physician’s note, a receipt containing the name of the vaccine recipient, or copy of consent which is subject to approval by ECHS.

Rush employees who have been vaccinated are to wear the designated influenza vaccination identifier on their ID during the defined influenza season.

**II. Definitions**

**Rush Personnel:** All Rush University Medical Center (RUMC) employees, Medical Staff, Rush faculty, Rush students, contracted personnel and volunteers.

**Patient care areas** are defined as, but not limited to all in-patient units, ambulatory clinics, in and out-patient laboratories and procedural/interventional/imaging sites



<b>Policy Title:</b> Rush Personnel Influenza Immunization Plan		<b>Former Policy Number:</b> OP-0358	
<b>Document Owner:</b> Sreya Alex		<b>Approver(s):</b> Alexander Tomich, Angelique Richard	
<b>Date Created:</b> 12/01/2020	<b>Date Approved:</b> 02/05/2021	<b>Date Updated:</b> 12/28/2020	<b>Review Due:</b> 02/05/2024
<b>Applies To:</b> RUMC <input checked="" type="checkbox"/> RUMG <input checked="" type="checkbox"/> ROPH <input type="checkbox"/> RCMC <input type="checkbox"/> RCH <input type="checkbox"/> ROPPG <input type="checkbox"/> RCMG <input type="checkbox"/>			

Printed copies are for reference only. Please refer to the electronic copy for the latest version

**III. Procedure**

**Onboarding Communication**

1. The Human Resources department is to inform incoming employees of the current influenza vaccination requirements.
2. The Medical Staff Office is to inform incoming and current medical staff of the current influenza vaccination requirements.
3. Rush University is to inform incoming students and new faculty of the current influenza vaccination requirements.
4. Influenza season typically occurs between October and March.

**Rush Personnel**

1. Unvaccinated employees may be required to wear a surgical or procedure mask in all patient care areas while at work during influenza season.
2. The exact dates will be determined by the Infection Prevention and Control Medical Director based on the level of influenza activity in Chicago, at Rush and per regulatory guidance.
3. Rush personnel determined not in compliance with this policy will be suspended until compliance is achieved. Employees who fail to comply with this policy within seven days of suspension will be terminated.

**Employee and Corporate Health Services**

1. Maintain a record of influenza immunization, exemption requests and religious or medical exceptions granted for all Rush personnel.
2. Annual immunizations are to begin when sufficient stock of vaccine is on hand and will continue based on availability.

**Infection Prevention and Control**

1. Determine on an as-needed basis throughout the flu season:
  - a. The specific areas considered patient care in which staff are required to wear a mask.
  - b. The type of masks or other personal protective equipment required.
  - c. The number and type of vaccines required.
  - d. The deadline for receiving vaccination.

**Employee and Corporate Health, Infection Prevention and Control, Human Resources, Pharmacy, and Administration**



<b>Policy Title:</b> Rush Personnel Influenza Immunization Plan		<b>Former Policy Number:</b> OP-0358	
<b>Document Owner:</b> Sreya Alex		<b>Approver(s):</b> Alexander Tomich, Angelique Richard	
<b>Date Created:</b> 12/01/2020	<b>Date Approved:</b> 02/05/2021	<b>Date Updated:</b> 12/28/2020	<b>Review Due:</b> 02/05/2024
<b>Applies To:</b> RUMC <input checked="" type="checkbox"/> RUMG <input checked="" type="checkbox"/> ROPH <input type="checkbox"/> RCMC <input type="checkbox"/> RCH <input type="checkbox"/> ROPPG <input type="checkbox"/> RCMG <input type="checkbox"/>			

Printed copies are for reference only. Please refer to the electronic copy for the latest version

1. In the event of an influenza vaccine shortage, the situation is to be evaluated by ECHS, Infection Prevention and Control, Human Resources, Pharmacy, Hospital Administration and other departments as needed.
2. Influenza vaccine is to be provided to Rush personnel based on job function and risk of exposure to influenza.
3. Priority is given to those who provide direct hands-on patient care with prolonged face-to-face contact with patients and/or have highest risk of exposure to patients with influenza.

#### Exemption Requests

1. Request for an exemption, regardless of the reason, must be submitted annually to ECHS.
2. Exemption from immunization requests must be filed with ECHS by the current year's determined deadline.
3. ECHS is to provide a copy of the approved exemption to the employee. The exemption documentation must be presented to their supervisor.
4. Exemption from immunization may be granted for medical contraindications.
  - a. Those requesting exemption due to a medical contraindication are to provide annual proof of medical contraindications such as a letter from their private physician.
  - b. Standard criteria for a medical exemption are established based upon recommendations from the Centers for Disease Control and Prevention.
5. Any request for exemption from immunization on the basis of religious beliefs must be accompanied by a letter from a religious leader and is submitted in writing to ECHS which shall maintain the submitted documents.

#### IV. Attachments

N/A

#### V. Related Policies or Clinical Resources

N/A

#### VI. References and Regulatory References

<http://cdc.gov/flu/healthcareworkers.htm>

The Joint Commission Standard IC.02.04.01