



POLICY NO: 10

Approval Date: November  
10, 2021

TITLE: Covid 19 Vaccination Policy

#### *POLICY STATEMENT*

Grande Prairie Regional Sport Connection (GPRSC) is committed to providing a safe working environment for our employees, our clients, and members of the public with whom we interact with.

#### **PURPOSE:**

To ensure that all employees, volunteers, and any other individuals participating or employed to provide service in any capacity for the GPRSC are adequately immunized, as mandated by Alberta Health and the Provincial Health Office, to minimize their risk of infection and to reduce the risk of transmission to others.

GPRSC events and program participants are required to follow current CMOH and Alberta Health guidelines.

#### **10. VACCINATION**

As part of the GPRSC's commitment to develop and implement workplace controls to reduce the risk of COVID-19, all existing and future GPRSC employees and volunteers providing service in any capacity for the GPRSC must provide proof of full vaccination against COVID-19. New employees are required to be fully vaccinated prior to their start date.

Employees of the GPRSC must show proof of vaccination. Confirmation of vaccination must be from a designated medical practitioner/government entity and must include date of inoculation and the brand name of the vaccine.

## 10.1 ACCOMMODATIONS

Where the employee chooses not to be vaccinated, they will be required to disclose documentation of a medical exemption.

- a A valid medical exemption is the original signed letter from a physician or nurse practitioner that includes:
  - Person's name that matches their identification.
  - Physician's or nurse practitioner's complete information, including:
  - name, phone number, contact information, professional registration number and signature
  - statement that there is a medical reason for not being fully vaccinated against COVID-19
  - duration that the exemption is valid
- b This information will be kept in the employee's confidential personnel file and is collected for the purpose of minimizing risks to employees and others who come in contact with employees in the event of any COVID-19 case.
- c Employees who advise they are unable to comply with this policy because of a human rights ground will have their situations individually assessed based on all relevant information.
- d Employees without an approved accommodation plan and not fully vaccinated against the hazard of COVID-19, in accordance with the implementation requirements of this policy, may elect to request a leave of absence without pay.

## 10.2 NON-COMPLIANCE

Employees failing to follow this policy may be subject to disciplinary action up to and including termination of employment.

## 10.3 CONFIDENTIALITY

The GPRSC remains committed to protecting the confidentiality of all employees' medical information, and specifically COVID-19 testing and vaccination records.

- a Information relating to the reasons for not receiving a COVID-19 vaccination will remain in their confidential personnel file.
- b The GPRSC shall not disclose medical information to any other person, corporation, or business entity whatsoever, except to the extent that such use or disclosure may be consented to in writing by the identified employee or as required by law.
- c All collected information will be destroyed upon termination of policy.

#### 10.4 IN EFFECT

The policy is subject to on-going review in-line with Alberta Health recommendations and policies. This policy will remain in effect only as long as it is required to ensure the health and safety of employees and other third parties.

##### Review and Approval

This policy will be reviewed every 2 years or sooner if issue arises with its interpretation and use.