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|  HAWAII HEALTH SYSTEMS CORPORATION <i>Quality Healthcare for All</i> | Department: Human Resources | Policy No. HR 0028A |
| | Approved By:  HHSC Board of Directors By: Donna McCleary, M.D. Its: Secretary/Treasurer | Approved Date: November 18, 2021 |
| POLICY | | Last Reviewed: November, 2021 |
| Subject: Mandatory COVID-19 Vaccination for Current HHSC Employees, Contractors, Volunteers, and Students | | |

I. PURPOSE:

Hawaii Health Systems Corporation ("HHSC") is committed to providing and maintaining a workplace that is free of known hazards, and seeks to safeguard the health of our employees and their families, our patients and visitors, and the community at large from an infectious disease like COVID-19, that may be reduced by vaccinations. This policy shall comply with all applicable laws and is based on current guidance from the Centers for Disease Control and Prevention ("CDC"), Centers for Medicare and Medicaid Services ("CMS") and other federal and local health authorities, as applicable.

II. DEFINITIONS:

"Current Employee" means an HHSC employee currently employed at an HHSC facility or work location at the time of the effective date of this policy.

"FDA" means the United States Food and Drug Administration.

"Fully vaccinated against COVID-19" means at least two weeks (14 calendar days) have passed since any individual covered by this policy received the required number of doses of vaccine recommended by the CDC and/or local health authorities for the vaccine to have maximum effectiveness (currently, one dose of the Johnson and Johnson vaccine and two doses of the Pfizer or Moderna vaccine or any future FDA approved vaccine) before the individual's first day of physically working at their HHSC work location after the effective date of this policy.

"Individual" means a contractor, volunteer, or student and are collectively referred to as "Individuals."

"VAMS" means Vaccine Administration Management System.

III. POLICY:

All Current Employees and Individuals at any HHSC work location shall be fully vaccinated against COVID-19 before beginning their first day of work at their respective work location after the effective date of this policy, unless a reasonable accommodation based upon a medical reason or a sincerely held religious belief has been approved by the work location's Human

Resources department (if applicable to the Current Employee or Individual requesting the reasonable accommodation by law).

Additionally, all Current Employees and Individuals in the above-referenced may be required to provide confirmation of their full vaccination status by presenting their CDC vaccination card or VAMS Certificate, at the discretion of the respective work location's Human Resources department. COVID-19 vaccines, pending availability, shall be made available at no charge, to all Current Employees.

To mitigate risk while on any HHSC facility premises, current employees and any individual who receives an approved exemption under this policy, shall be subject to additional requirements and restrictions, including, but not limited to:

- Use of additional personal protective equipment (PPE)
- Routine testing for COVID-19

The respective HHSC work location is encouraged to continue providing education about the efficacy and safety of COVID-19 vaccines to encourage staff to obtain the vaccine voluntarily before the effective date of this policy. Current employees should be offered scheduling flexibility and/or time off to the full extent operationally possible to ensure they have sufficient time to obtain the vaccine and recover from its possible side effects, if any.

This policy shall comply with all applicable laws and is based on current guidance from the Centers for Disease Control and Prevention ("CDC"), Centers for Medicare and Medicaid Services ("CMS") and other federal and local health authorities, as applicable, and is subject to revision at any time based on changes to applicable law and/or circumstances.

Failure to meet the vaccination requirement under this policy may result in the employee, contractor, volunteer, or student not being scheduled to work until the individual is fully vaccinated. Employees may also be subject to other appropriate corrective and disciplinary action that may include termination.

IV. AUTHORITY:

- Hawaii Revised Statutes, Chapters 323F, 89 and 78
- State and Federal laws and regulatory agencies
- President Biden's Executive Order on Requiring Coronavirus Disease 2019 Vaccination for Federal Employees and COVID Plan issued September 9, 2021
- CMS interim Final Rule Regarding Health Care Workers at Medicare and Medicaid Participating Hospitals and other Health Care Settings (effective November 5, 2021)

V. RELATED PROCEDURE:

HR 0028B

VI. REFERENCES:

None.