

# **BERNARD BETEL CENTRE**

## **COVID-19: Mandatory Vaccination Policy**

### **Policy Statement**

The health and safety of anyone coming into and/or on the Bernard Betel Centre premises is a priority. The Bernard Betel Centre is required to and is committed to taking every precaution reasonable in the circumstances for the protection of the health and safety of members, staff, employees, volunteers, instructors, students, contractors, guests, and the community at large from COVID-19. Vaccination is a key element in the protection against COVID-19. This Policy is designed to maximize COVID-19 vaccination rates as one of the critical control measures for COVID-19. To this end, anyone coming into and/or on the premises of the Bernard Betel Centre is required to be vaccinated against COVID-19.

This Policy applies in respect of all staff, employees, volunteers, instructors, students, and contractors who will be required to sign an Attestation Form before coming into and/or on the Bernard Betel Centre premises.

This policy also applies to members, clients, guests, community participants, and the community at large who will be required to show receipt/documentation (paper/digital) of being fully vaccinated as well as a piece of photo identification each time they come into and/or on the Bernard Betel Centre premises (collectively “Everyone”).

This Policy is guided by the rules and requirements of applicable legislation including the Ontario Human Rights Code (the “Code”), the Occupational Health and Safety Act (the “OHSA”) and the Home Care and Community Services Act (the “HCCSA”). It is also guided by Ontario’s Vaccine Passport system and requirements.

Everyone is required to review the Policy immediately, as the terms and conditions contained in this Policy will form important terms and conditions of their employment/participation going forward.

Any questions or concerns regarding this Policy should be raised with management as soon as possible. Questions may be directed to Gail Gould, Executive Director, or Abey Suwande, Director, Finance and Human Resources.

### **Background and Current Situation**

Full vaccination has been shown to be effective in reducing COVID-19 virus transmission and protecting vaccinated individuals from severe consequences of COVID-19 and COVID-19 variants including the Delta variant currently circulating in Ontario.

Given the continuing spread of COVID-19, including the Delta variant, within Ontario, the compelling data demonstrating a higher incidence of COVID-19 among the unvaccinated population and the increasing levels of contact between individuals as businesses, services, and activities have reopened, it is important to be fully vaccinated in order to protect each other and the vulnerable population we serve against serious illness from COVID-19 as well as to provide indirect protection to others.

## **Application**

This policy applies to Everyone, including anyone coming into and/or on the premises of the Bernard Betel Centre.

## **Support for Vaccinations**

The Bernard Betel Centre's Mandatory Vaccination Policy supports staff, employees, volunteers, instructors, students, and contractors, in addition, members, clients, guests, community participants and the community at large in obtaining their COVID-19 vaccinations. If operationally feasible, and with the permission of their immediate manager, employees can be released on work time to be vaccinated while on-duty, either in the work location or at a designated vaccination site, without loss of compensation or the requirement to use credits, to a maximum of one day (one shift).

## **Continued Compliance with all Health and Safety Precautions**

Unless a legislated or regulatory exemption applies, anyone coming into and/or on the Bernard Betel Centre premises is expected and required to continue to comply with applicable health and safety measures to reduce the hazard of COVID-19, including but not limited to compliance with established workplace access controls (i.e. screening, wearing a mask, if applicable using provided PPE, maintaining appropriate physical distancing, and self-monitoring of potential COVID-19 symptoms when at work, volunteering, or engaged in Bernard Betel Centre business or activities.)

Everyone coming into and/or on the Bernard Betel Centre premises who remain unvaccinated due to a substantiated Human Rights Code related accommodation request under the Bernard Betel Centre's Accommodation Policy Procedures and Guidelines, as set forth in more detail below, may be required to take additional infection and prevention control measures, including providing *proof of receipt of a negative COVID-19 test including a rapid antigen or PCR test at their own cost within 48 hours of their entry into and/or on the Bernard Betel Centre premises. No other type of COVID- 19 test will be accepted. Self-administered at-home tests will not be accepted for entry.*

## **Responsibilities**

All levels of management are responsible for the administration and implementation of this Policy.

### Responsibility of Executive Director, Directors, and Managers

Executive Director, Directors, and Managers are expected to:

- lead by example; and
- ensure that anyone coming into and/or on the Bernard Betel Centre premises completes any required education or training about COVID-19, vaccinations, and safety protocols.

### Responsibility of Staff, Employees, Volunteers, Instructors, Students

Staff, employees, volunteers, instructors, and students are expected to:

- follow all health and safety policies and protocols; and
- complete any required education or training about COVID-19, vaccinations, and safety protocols.

### Responsibility of Contractors, Guests, Members, Community at Large

Contractors, guests, members, and community at large are expected to:

- follow all health and safety policies and protocols.

## **Vaccination Requirement**

Anyone coming into and/or on the Bernard Betel Centre premises is required to be fully vaccinated with a COVID-19 vaccine series by **October 25, 2021**. This means anyone coming into and/or on the Bernard Betel Centre premises as of October 25, 2021 must have received their two doses by October 10, 2021.

Vaccines must be approved for use within Canada by the Government of Canada intended to provide acquired immunity against severe acute respiratory syndrome coronavirus 2 (SARS-CoV-2), the virus causing coronavirus disease 2019 (“COVID-19”).

## **Proof of Vaccination**

The Bernard Betel Centre requires proof of vaccination from anyone coming into and/or on the Bernard Betel Centre premises, including all individuals covered by this Policy.

Prior to **October 25, 2021**, all staff, employees, volunteers, instructors, students, and contractors, must disclose their vaccination status to Gail Gould, Executive Director, or Abey Suwande, Director, Finance and Human Resources. This will be accomplished by submitting a completed Attestation Form to Gail Gould or Abey Suwande confirming that they have had two doses of an approved COVID-19 vaccine, or an approved single dose COVID-19 vaccine. By completing and submitting this Attestation Form to the Bernard Betel Centre, you are representing and warranting that all information in the Form is accurate.

Vaccination information, including completed Attestation forms, will be kept in a private and secure location.

The Bernard Betel Centre will only collect Attestation Forms from staff, employees, volunteers, instructors, students, and contractors for the purposes of tracking vaccination rates, planning work arrangements, developing and implementing health and safety measures affecting staff, and for complying with guidance and direction from government and health authorities, including the HCCSA.

## **Exemptions and Accommodation**

### **Exemptions for Staff, Employees, Volunteers, Instructors, Students, and Contractors**

Staff, employees, volunteers, instructors, students, and contractors requesting an exemption from the vaccination requirements of this Policy for medical, religious, or other reasons related to a protected ground under the Code must submit a request for accommodation. For clarity, philosophical objections to vaccination are not a protected ground under the Code.

The Bernard Betel Centre will recognize the same medical exemptions to COVID-19 vaccination as the Ontario Ministry of Health. The potential medical exemptions are currently as follows:

1. Severe allergic reaction or anaphylaxis to a component of a COVID-19 vaccine;
2. Myocarditis, pericarditis or other serious adverse event following COVID-19 immunization (i.e. results in hospitalization, persistent or significant disability/incapacity);
3. Myocarditis prior to initiating an mRNA COVID-19 vaccine series (only for individuals aged 12-17 years old); and
4. Actively receiving monoclonal antibody therapy or convalescent plasma therapy for the treatment or prevention of COVID-19.

This list is subject to change if the Ministry of Health's information changes. Furthermore, the four conditions listed above do not constitute medical exemptions to COVID-19 vaccination in and of themselves. Rather, these are pre-conditions to an approved exemption, and are subject to further terms and conditions and in order to constitute a valid medical exemption to the COVID-19 vaccination requirements of this Policy.

Staff, employees, volunteers, instructors, students, and contractors may submit their exemption request in writing to Gail Gould, Executive Director, or Abey Suwande, Director, Finance and Human Resources with reasons for their request.

The exemption must clearly indicate the reason why the individual cannot be vaccinated against COVID-19 (i.e. clear medical information that supports the exemption).

The physician/medical doctor information is complete by including:

- Name and contact information of the physician/medical doctor;
- Logo or letterhead identifying the physician/medical doctor;
- Statement that there is a medical reason for the individual's exemption from being fully vaccinated against COVID-19; and
- Any effective time-period for the medical reason which includes the date the individual is seeking access to the Bernard Betel Centre.

The Bernard Betel Centre reserves the right to require further or other documentation, assessed in its sole discretion, in support of any exemption request.

Accommodations or exemptions from this Policy may be granted on a case-by-case basis. An exemption from this Policy is not considered approved by unless and until the Bernard Betel Centre specifically confirms the exemption in writing. For Bernard Betel Centre staff, Accommodation may include but is not limited to working from home, or placing the individual on a temporary non-disciplinary unpaid leave of absence.

There will be no other accommodations or exemptions to this policy.

The Bernard Betel Centre reserves the right to impose additional restrictions on any individual who receives an exemption from this Policy. If the exemption is approved the individual will be required to participate in regular testing for COVID-19 and demonstrate a negative result at their own cost within 48 hours of their entry into and/or on the Bernard Betel Centre premises in accordance with the HCCSA and other health guidance.

For clarity, the Bernard Betel Centre reserves the right to impose whatever rules and requirement it deems necessary for staff, employees, volunteers, instructors, students, and contractors.

### **Exemptions for members, clients, guests, community participants, and the community at large**

Members, clients, guests, community participants, and the community at large will also be required to disclose their vaccination status by law or to otherwise give effect to this policy, or as otherwise required by law, including, but not limited to, situations where they are directed to stay home as a result of the daily screening tool in order to comply with the clearance criteria to return to the Bernard Betel Centre (i.e. after experiencing symptoms, a COVID-19

exposure, or a travel quarantine exemption). All exemption requests should be submitted in writing to Gail Gould, Executive Director, or Abey Suwande, Director, Finance and Human Resources with reasons for their request.

The exemption must clearly indicate the reason why the individual cannot be vaccinated against COVID-19 (i.e. clear medical information that supports the exemption).

The physician/medical doctor information is complete by including:

- Name and contact information of the physician/medical doctor;
- Logo or letterhead identifying the physician/medical doctor;
- Statement that there is a medical reason for the individual's exemption from being fully vaccinated against COVID-19; and
- Any effective time-period for the medical reason which includes the date the individual is seeking access to the Bernard Betel Centre.

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There will be no other exemptions to this policy.

The Bernard Betel Centre reserves the right to impose additional restrictions on any individual who receives an exemption from this Policy. If the exemption is approved the individual will be required to participate in regular testing for COVID-19 and demonstrate a negative result at their own cost within 48 hours of their entry into and/or on the Bernard Betel Centre premises in accordance with the HCCSA and other health guidance.

## **Ongoing Monitoring and Assessment of COVID-19 Workplace Safety Measures**

The Bernard Betel Centre will continue to closely monitor its COVID-19 risk mitigation strategy and the evolving public health information and context, to ensure that it continues to optimally protect the health and safety of anyone coming in and/or on the Bernard Betel Centre premises. To that end, and in consultation with Toronto Public Health and occupational health and safety experts, the Bernard Betel Centre will continue to assess other available workplace risk mitigation measures, including, for example, requiring proof of a negative COVID-19 test. If it is determined that additional precautions are necessary, the Bernard Betel Centre may decide to deploy new measures (including at an individual level) to protect anyone coming in and/or on the Bernard Betel Centre premises from COVID-19, and may amend this policy accordingly and/or communicate the required precautions to those impacted by the changes.

## **Consequences of Non-Compliance with Policy**

Anyone coming into and/or on the Bernard Betel Centre premises who does not comply with this policy may be subject to discipline, up to and including dismissal or termination of their services or membership/participation at the Bernard Betel Centre.

Anyone who behaves in a dishonest fashion when providing information pursuant to this Policy will be subject to immediate dismissal and or removal from the premises.

Anyone who does not return the signed Attestation Form by the deadline herein will be deemed as not having received an approved vaccine.

## **Revisions**

This Policy is in effect as of **October 25, 2021**. The Bernard Betel Centre may, from time to time, review and revise this policy, at its discretion.

Effective Date

October 7, 2021