

EMPLOYEE IMMUNIZATION

PURPOSE

To enhance the safety of the McKinley Health Center's environment & to comply with Public Health recommendations on health care workers' immunizations.

SCOPE

This policy applies to all McKinley Health Center (MHC) employees.

AUTHORITY

This policy is monitored and updated by the Infection Prevention & Control Coordinator, the Medical Director, and the Senior Leadership Group.

POLICY

Employees at MHC are required to provide proof of certain immunizations according to recommendations from the Center for Disease Control (CDC) Advisory Committee on Immunization Practices (ACIP) [guidelines](#). Upon hire, employees will have an immunization review with the Infection Prevention and Control Coordinator and be offered the following vaccines, or associated titers, as needed, free of charge. MHC will maintain a digital summary of all employee immunization information.

REQUIRED IMMUNIZATIONS

- Measles (Rubeola), Mumps and Rubella
 - All staff are required to have written proof of acceptable presumptive immunity per CDC and ACIP guidelines for healthcare personnel or offered the immunization at hire.

REQUIRED IMMUNIZATIONS THAT HAVE ALTERNATIVE COMPLIANCE METHODS

- Influenza – All MHC employees are required to be seasonally vaccinated for Influenza by December 1st each year. The influenza vaccine is offered to all staff, annually.
 - All staff are required to complete the Influenza Vaccination Certificate in the document management system annually.
 - Staff vaccinated at MHC are recorded in the EHR.
 - Staff vaccinated outside MHC are to submit documentation of vaccination to Medical Records.
 - Employees who decline vaccination are required to wear a medical-grade surgical mask while inside MHC from December 1 until April 1.
 - Although facial coverings are not required while eating or drinking, social distancing of 3-6 feet should be practiced (sit separately).

RECOMMENDED IMMUNIZATIONS

- Hepatitis B vaccination and/or titer
 - All employees will complete a Hepatitis B Vaccination Declination or Request Test in the document management system during their orientation process.
 - All employees are offered Hepatitis B titer at no charge.
 - MHC follows CDC and ACIP recommendations for Hepatitis B post-vaccination titers: [Hepatitis B and Healthcare Personnel](#)
- Tetanus/Diphtheria and/or Tdap
- Meningococcal
- Varicella vaccination and/or titer
- COVID

CDC & PUBLIC HEALTH REQUIRED IMMUNIZATIONS

- McKinley acknowledges the potential that required immunizations may change rapidly following updated guidance from the Centers for Disease Control and Prevention (CDC) or the Champaign-Urbana Public Health District (CUPHD). When such requirements change, employees and applicants who wish to request a reasonable accommodation in connection with any aspect of this policy can seek accommodations through the Office for Access & Equity (OAE). Additional information on the accommodation process can be found on the [OAE website](#).

DEFINITIONS

- None

ASSOCIATED PROCEDURES

- None

EXCEPTIONS

- None

☐ New ☒ Reviewed ☐ Revised

SLG Approval Date: 7-16-2025