

**POLICY NAME:** MANDATORY VACCINATION      **POLICY #:** UV 2-31

**DATE ADOPTED:** 11.2021

**REVIEW DATE:** 11.2022

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***Excerpt from UV 2-31 Mandatory Vaccination***

**Request for Medical or Religious Exemption**

Employees in need of an exemption from this policy due to a medical reason, or because of a sincerely held religious belief, practice, or observance must submit the required documentation to the Human Resources department to begin the interactive accommodation process as soon as possible after vaccination deadlines have been announced. Accommodations will be granted where they do not cause UV undue hardship or pose a direct threat to the health and safety of others.

- **Medical Exemptions;** signed documentation in the form of a letter must be submitted to Human Resources from a licensed healthcare provider outlining the reason the vaccine is medically contraindicated or requires delay for the employee
- **Religious Exemptions;** the *Religious Accommodation Request Form* (see Attachment A) must be completed and returned to Human Resources for consideration

All exemption requests will receive a decision within 14 days of submission.

**Confidentiality and Privacy**

All medical information collected from individuals, including vaccination information, test results, and any other information obtained as a result of testing, will be treated in accordance with applicable laws and policies on confidentiality and privacy.

**Questions**

Please direct any questions regarding this policy to Human Resources.