

**TUBA CITY REGIONAL HEALTH CARE CORPORATION
(TCRHCC)
TUBA CITY, ARIZONA
Operational Policy**

SUBJECT: EMPLOYEE INFLUENZA VACCINATION POLICY	
EFFECTIVE DATE: 27 September 2010	SUPERSEDES DATE: 21 September 2006

I. Purpose:

To reduce the risk of an outbreak of influenza at Tuba City Regional Health Care Corporation (TCRHCC) and to protect staff, patients and visitors, by requiring that all employees receive an annual influenza immunization.

II. Policy:

TCRHCC will require employee to receive influenza vaccination or if declining for medical or religious purposes, the employee will be required to wear a mask during duty hours during the time frame of November 1 thru March 31. Time frame may be adjusted according to seasonal flu activity.

III. Procedure:

A. The following measures shall be implemented to decrease the potential for transmission of influenza from healthcare worker to patient:

1. The Employee Health Department (EH) will provide influenza immunization education on an annual basis utilizing handouts, brochures, electronic education and/or in-person training programs.
2. EH shall provide influenza vaccinations to all employees beginning in the month of October and extending throughout the influenza season (generally until May of the following year). Employees are required to be immunized against influenza by November 1 of the current year. New employees, including students, contractors, and volunteers are expected to provide proof of immunization or receive the vaccination within 72 hours of the start of their employment.
3. EH will monitor annual immunization rates of employees and provide feedback through the infection prevention and safety programs.

4. EH will monitor and track influenza rates among employees and compare those figures to this employee immunization rates.
- B. All employees who decline the vaccination due to medical or religious reasons must fill in and sign the refusal portion of the vaccination form (see attachment A) or document such refusal on a patient encounter form (PCC). The employee who declines influenza immunization will be required to wear a surgical mask during duty hours as stated above. The mask will cover the mouth and nose at all times.
 - C. Departmental supervisors will be held accountable for insuring that their staff complies with the policy and enforcing the mask requirement.
 - D. Employees who refuse to comply are subject to disciplinary action up to and including termination.

IV. Distribution:

All TCRHCC staff.

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SIGNATURE PAGE

Infection Prevention Nurse

DATE

Chairman, Prevention Committee

DATE

Medical Director, Outpatient Services

DATE

Chief Nursing Officer

DATE

Chief Medical Officer

DATE

Chief Operating Officer

DATE

Chief Executive Officer

DATE