



Origination 9/21/2015
Last Approved 11/4/2024
Effective 11/4/2024
Next Review 11/4/2027

Owner Darci Hoag: Staff Specialist Hlth
Area Human Resources
Applicability Michigan Medicine Admin and Clinical
References MM/UMH Policy

Michigan Medicine Mandatory Influenza Vaccination Policy, 04-06-030

I. Policy Statement, Purpose, and Scope

It is the goal of the Michigan Medicine to protect patients, faculty, staff and learners from acquiring influenza by maximizing the annual influenza vaccination rates among Michigan Medicine workforce members.

This policy applies to the following:

- All workforce members of Michigan Medicine.
- This policy does not cover patients and visitors (See patient flu vaccine policy, [Standing Orders for Administering Influenza Vaccine to Patients Admitted as an Inpatient or for Observation Policy, 62-10-010](#)).
- For all staff covered by a collective bargaining agreement, the provisions of the collective bargaining agreement shall apply.

II. Definitions

Workforce Member - any Michigan Medicine faculty, staff (regular and temporary), learner, volunteer, trainee, visiting scholar, or contract personnel. Workforce members, as defined, include all persons regardless of clinical responsibility or patient contact including those who primarily work in a non-clinical workplace setting or are remote.

Influenza Season - an annually recurring season of increased prevalence of influenza infection usually in the fall and winter. The influenza season for the purposes of this policy will be determined by the

Hospital Epidemiologist annually based upon local influenza activity.

Clinical Area - any building in which Michigan Medicine workforce members have face-to-face interaction with patients during the delivery of direct patient care, including patient homes. This includes rooms (patient, procedure, exam, consultation) where patients are physically present, patient transport elevators, corridors/hallways adjacent to patient rooms, and waiting areas with direct face-to-face patient contact.

Medical Exemption Review Committee (MERC) - may include representation from Infection Prevention and Epidemiology and Occupational Health Services.

Religious Exemption Review Committee (RERC) - may include representation from Infection Prevention and Epidemiology, Human Resources, Office of General Counsel, Office for Health Equity and Inclusion, Ethics Committee, and Spiritual Care.

III. Areas of Responsibility

All workforce members of Michigan Medicine

IV. Policy Standards

A. Employment

1. As a condition of employment, all Michigan Medicine workforce members covered by this policy must receive an annual influenza vaccination or possess an approved annual exemption. Access to clinical areas will be restricted to workforce members who do not comply. Staff, not covered by a collective bargaining agreement, who do not receive a vaccination or an approved exemption, will follow our discipline standard practice guide, [201.12](#).
2. Faculty who do not receive a vaccination or an approved exemption will be suspended per MS Bylaws 8.5-6. Administrative action, under the provisions of this Section, may not constitute a reportable Medical Staff action in accordance with state and federal reporting requirements, as it is considered to be a non-disciplinary and non-professional review action for purposes of those reporting requirements.

B. Compliance with this policy includes the following:

1. Receiving the annual influenza vaccination by December 1st. Influenza vaccines will be provided free of charge by Occupational Health Services (OHS).
2. Uploading your proof of immunization through OHS' medical documentation system (documentation should include date the vaccination was received, name and UMID) if vaccinated through a provider other than OHS by December 1st. This includes if you received your vaccination from your Primary Care Physician.
3. Obtaining an approved exemption (medical and/or religious, declination - UMPNC only) by December 1st if not vaccinated. Exemption requests must be submitted through OHS' medical documentation system by November 1st for consideration. Workforce members granted an exemption may be subject to additional requirements, such as wearing a mask at all times while in clinical areas during the

influenza season, as declared by the hospital epidemiologist. Workforce members granted an approved medical exemption will be in compliance indefinitely or until their medical condition changes. Approved religious exemptions will be valid for two years.

4. The masks must be worn in the following areas:
 - a. Rooms (patient, procedure, exam, consultation) where patients are physically present
 - b. Patient transport elevators
 - c. Corridors/hallways adjacent to patient rooms
 - d. Patient homes where direct care is being provided
 - e. Waiting areas with direct face-to-face patient contact
 - f. Any location where the employee has face-to-face interaction with patients during the delivery of direct patient care

C. Vaccine Shortage Contingency

In the event of a vaccine shortage, the Department of Infection Prevention and Epidemiology and Occupational Health Services with support from Emergency Operations Management will develop appropriate recommendations for managing the resources available. Influenza vaccine will be offered to workforce members based upon risk of population cared for, job function, and risk of exposure to influenza. Priority will be given to those who have face-to-face interaction with patients. Those who are prioritized to receive vaccine will be held to the mandatory standard. Those workforce members who are not prioritized to receive vaccine will be required to wear a surgical mask within UMH clinical buildings during the duration of the shortage.

V. Summary of Changes

Updates process related to OHS' new system and links, modify definition, updated Policy Name. Michigan Medicine Mandatory Influenza Vaccination Policy, 04-06-030, 11/2023.

Updated to remove physician assistant from section IV A2 and updated two spelling errors. 12/24

VI. References

- A. [Prevention and Control of Seasonal Influenza with Vaccines: recommendations of the Advisory Committee on Immunization Practices \(ACIP\) - United States, 2023 - 24 Influenza Season.](#)
- B. [Influenza \(Flu\) Inactivated or Recombinant Vaccine Information Statement](#)
- C. [Michigan Medicine Infection Control Practices Policy, 04-06-002](#)
- D. [Questions and Answers: Influenza Vaccination Policy](#)

VII. Exhibits/Attachments

None

VIII. Document Approval & Tracking

Author(s)/Consultant(s)	<u>Department of Infection Control and Epidemiology</u> Michigan Medicine Human Resources Office of General Counsel - NIB Medical School Office of Faculty Affairs Nursing Administration Office of Clinical Affairs	
Committee(s)/ Endorsement(s)	[Committee Name(s)]	N/A
Official Approver(s)	Chief Human Resources Officer U-M Health President U-M EVPMA	Y
Official Approval(s)	On PolicyStat Approval Workflow	

Approval Signatures

Step Description	Approver	Date
U-M EVPMA	Marschall Runge: McKay Professor, Executive Vice President for Medi [QV]	11/4/2024
U-M Health President	David Miller: President, University of Michigan Health System, E [MV]	10/11/2024
Chief Human Resources Officer	Jovita Thomas-Williams: Chief Human Resources Officer, Michigan Medicine	10/4/2024
Policy Content Review - PolicyStat Administrators	Cathie Joynt: Project Senior Manager	9/13/2024
Policy Content Review - PolicyStat Administrators	Olivia Curl: Admin Specialist Inter Health	9/10/2024
Policy Content Review - PolicyStat Administrators	Natalie Plata: Clinical Policy Manager	9/10/2024
HR review	Darci Hoag: Staff Specialist Hlth	9/10/2024

Applicability

Michigan Medicine Administration, UMH Clinical

COPY