

## Introduction

The Mira Costa Community College District is committed to providing a safe and healthy environment.

MiraCosta College will cooperate with local health officials by taking any measures necessary for the prevention and control of diseases in employees.

MiraCosta College will comply with any immunization program recommended or required by the California Department of Public Health (CDPH).

Student Health Services medical team shall function as a liaison to the appropriate local public health authority when communicable disease issues involve the district, including the reporting of communicable disease measures to appropriate district departments.

## Tuberculosis Risk Assessment

A contract of employment may be offered to an applicant subject to the submission of the required medical certificate.

For successful applicants for academic positions:

- A. A medical certificate is required showing that the applicant is free from any communicable disease, including, but not limited to, active tuberculosis, making the applicant unfit to instruct or associate with students.
- B. The medical certificate shall be submitted by a physician as authorized by code.
- C. The medical examination is conducted not more than six months before the submission of the certificate and is at the expense of the applicant.
- D. The medical certificate becomes a part of the personnel record of the employee and is open to the employee or their designee.

## **COVID-19**

Additionally, pursuant to Board Policy 7330, in furtherance of the commitment to providing a safe and healthy environment, the MiraCosta Community College District adopts the following procedures to mitigate the risks surrounding exposure to COVID-19 by requiring that all employees who are on district premises have been fully vaccinated against COVID-19.

### **Scope of Coverage**

Effective August 23, 2021, all employees must be fully vaccinated against COVID-19 in order to be physically present on district premises unless they receive an approved medical or religious exemption. The district will accept any COVID-19 vaccine that has been FDA Emergency Use Authorized (EUA).

Employees may request paid leave from Human Resources for obtaining a COVID-19 vaccine and any illness related to it.

Individuals are considered fully vaccinated against COVID-19 two weeks or more after they have received the second dose in a two-dose series (e.g. Pfizer-BioNTech or Moderna), or two weeks or more after they have received a single-dose vaccine (e.g., Johnson and Johnson [J&J/Janssen]). Employees who do not comply with these procedures or falsify information may face discipline up to and including termination.

### **Effective Dates**

These procedures shall be effective immediately and shall remain in effect until the MiraCosta Community College District determines that these procedures are no longer necessary. These procedures may be amended or revoked at any time.

### **Proof of Vaccination**

Once fully vaccinated against COVID-19, employees must provide to the district proof of vaccination and a signed Confidentiality of Medical Information Act release in order to be physically present on district sites. The form is available from Human Resources.

The district will accept either 1) a vaccination card, or 2) another form of documentation from a vaccine provider. Employees must upload documents into their Workday account.

Employees who have been fully vaccinated against COVID-19 are required to continue to abide by all district policies, procedures, and protocols regarding COVID-19 until the district directs otherwise. The district's COVID-19 Prevention Plan is available from the risk and safety manager.

### **Health or Medical Records**

The district will not request any health or medical information for the purpose of enforcement of this Policy other than proof of vaccination. Unless consent is given, the district will not receive any medical information from employees or give any medical information to any vaccination provider. The district may receive disability and functional limitation information from a medical provider. Any proof of vaccination an employee

provides to the district will be stored in a manner consistent with applicable law and in accordance with the District's practice for storing medical information for employees.

### **Exemptions from Vaccination Requirement**

District employees may be exempt from the mandatory COVID-19 vaccine requirements in this policy only under the following circumstances:

- A. If an applicant for district employment meets all other requirements for employment as applicable but needs additional time to obtain and provide their vaccination records, the person's assignment will be conditional for a maximum of 30 days upon signing and submitting a written statement attesting that they have been vaccinated as required.
  
- B. Medical Exemption: The employee will submit a written statement from a licensed medical provider exempting them due to the person's disability or serious medical condition. This exemption must be submitted on the provider's letterhead with the provider's printed name, license number, signature and date the exemption was issued. Employees should submit the statement to a representative in Human Resources.
  
- C. Religious Exemption: If an employee objects on the basis of a sincerely held religious belief, the employee must complete and submit the corresponding Religious Accommodation Request Form for COVID-19 Vaccination available from Human Resources. Employees should submit the completed form to a representative in Human Resources.

### **Accommodations Process**

If the district determines that an employee has not received the COVID-19 vaccination, been fully vaccinated against COVID-19 due to disability or medical condition, or a sincerely held religious belief, the district will engage in an accommodations process to determine whether a reasonable accommodation can be provided. The accommodations process will determine whether a reasonable accommodation exists to enable an employee to perform the "essential functions" of their job. Essential functions vary by job class and, therefore, the process shall be case by case and may result in different outcomes in different cases.

Accommodations may not be possible where it would result in an undue burden to the district. The district does not have an obligation to accommodate philosophical or political objections.

Also see Administrative Procedure 7336, Certification of Freedom from Tuberculosis.