

COVID-19 Vaccination Procedure

Version	Version Date (MM/DD/YYYY)	Review Date (MM/DD/YYYY)	Description of Changes
01	08/25/2021	10/05/2021	
02	10/18/2021		Addition of policy exception for those aged 12 and under; third dose required for persons with WHO-approved vaccines only; requirement that all employees provide proof of vaccination, regardless of current onsite activities
03	10/22/21		Updated the Appendices 1 and 2
04	11/16/21		Addition of proof of identification requirement for screening to enter campus/location
05	12/07/21		Clarification of vaccination requirements for spa/esthetics and hairstyling clients. Addition of acceptance of Ontario Ministry of Health vaccine receipts and passport as an alternative to Safe@Georgian.
06	01/21/22		Updated Appendix 1

Director, Campus Safety Services		08/25/2021
Policy Holder	Roman Calvano	Date (MM/DD/YYYY)

Emergency Management Steering Committee	08/19/2021
Advising Body	Date Consulted (MM/DD/YYYY)

President & CEO		08/25/2021
Approver	MaryLynn West-Moynes	Date (MM/DD/YYYY)

1.0 Purpose

Georgian College recognizes its responsibility to take every reasonable measure to protect the health and safety of its college community. Georgian College understands its obligations under Ontario's Occupational Health and Safety Act, the Ontario Human Rights Code, the Freedom of Information and Protection of Privacy Act and other relevant legislation in its response to COVID-19 and its 'Variants of Concern' (VOCs). Decisions related to the college's response to COVID-19 and its VOCs are driven by the college's primary guiding principle, namely: to take all reasonable precautions and to enact all reasonable measures to ensure the health and safety of the College Community at large.

In keeping with this purpose, the college, in conjunction with other safety measures, is enacting a vaccination procedure as a reasonable means to protect the health and safety of the College Community.

2 Scope

Georgian College's vaccination procedure relates specifically to COVID-19 and will remain in effect at the discretion of the college. The college's vaccination procedure applies to the following persons:

- All members of the College Community required to attend any campus or facility owned, operated or controlled by the college.
- All college employees, regardless of whether or not their job responsibilities require them to attend any campus or facility owned, operated or controlled by the college.

Any reference to COVID-19 in this document also includes any and all VOCs past, present or future.

Georgian College will closely monitor COVID-19 data on a weekly basis to determine to what degree the campus can be generally open to visitors and/or any other attendees. Information regarding college operations and COVID-19 is posted [here](#).

Patients and clients attending the Georgian Nurse Practitioner-Led Clinic or the Student-led health and wellness clinics subject to regulatory college requirements are excluded from this procedure unless otherwise advised. The college has excluded health care patients/clients from the scope of this procedure because the exclusion is consistent with the professional duties of its on-site health care providers; and, the important need for unimpeded access to primary health care. Hairstyling and Spa/Esthetics clients are not considered health and wellness clinic patients and must provide proof of vaccination to gain entry. We have imposed additional controls to address the risks associated with this exclusion. In the event changes to professional practice occur, these will be considered and, if approved, posted. [Persons not eligible to be vaccinated in Canada due to age](#) are exempt from this policy.

3 Definitions

Word/Term	Definition
College Community	<p>This includes, but is not limited to, all students, employees, members of the Board of Governors, contractors, visitors, volunteers, benefactors, community partners and clients who, for the purposes of this procedure, are required to attend any indoor or outdoor facility owned, leased, operated or controlled by the college.</p> <p>The only exception would be clients of the Georgian Nurse Practitioner-Led Clinic or the Student-led health and wellness clinics subject to regulatory college requirements. In the event changes to professional practice occur, these will be considered and, if approved, posted.</p>
COVID-19 and VOCs	<p>A highly contagious respiratory disease, which is caused by the SARS-CoV-2 virus.</p> <p>Variant of Concern: A variant for which there is evidence of an increase in transmissibility, more severe disease (e.g., increased hospitalizations or deaths), significant reduction in neutralization by antibodies generated during previous infection or vaccination, reduced effectiveness of treatments or vaccines, or diagnostic detection failures.</p>
Medical accommodation	<p>An individualized accommodation provided to a member of the College Community who has a medical condition that precludes vaccination. Requests for accommodations based on medical grounds may be reviewed by an external third party retained by the college for this purpose.</p>
Religious/creed accommodation	<p>An individualized accommodation provided to a member of the College Community based on a religious/creed grounds that precludes vaccination. Requests for religious/creed accommodations may be reviewed by an external third party retained by the college for this purpose.</p>
Georgian Nurse Practitioner-Led Clinics	<p>The Georgian Nurse Practitioner-Led Clinic is a primary health clinic located on the first floor of the Health, Wellness and Sciences building on the Barrie campus and is leased and operated by a third-party</p>

	<p>practitioner-led primary health provider - Regulatory body: College of Nurses Ontario (CNO)</p>
<p>Student-led health and wellness clinics subject to regulatory college requirements</p>	<p>Student-led health and wellness clinics subject to regulatory college requirements are located on the first and second floor of the Health and Wellness building on the Barrie campus and are identified as follows:</p> <ul style="list-style-type: none"> • Registered Massage Therapists - Regulatory body: College of Massage Therapist of Ontario (CMTO) • Registered Acupuncture and Traditional Chinese Medicine Practitioners – Regulatory body: College of Traditional Chinese Medicine Practitioners and Acupuncturists of Ontario (CTCMPAO) • Registered Dentists – Regulatory body: Royal College of Dental Surgeons of Ontario (RCDSO) – Oral Health Clinic • Registered Dental Hygienists – Regulatory body: College of Dental Hygienists of Ontario (CDHO) – Oral Health Clinic • Registered Speech Language Pathologists and Audiologists – Regulatory body: College of Audiologists and Speech Language Pathologists of Ontario (CASLPO) – Harmonize for Speech, Hearing and Language Clinic • Registered Occupational Therapists – Regulatory body: College of Occupational Therapists of Ontario (COTO) – OT Paediatric Clinic

4 Responsibility

1. Campus Safety Services (CSS) will be the holder of this procedure, will monitor the COVID-19 situation and recommend revisions as necessary. At a minimum, this procedure will be reviewed every six months.
2. The Director of Campus Safety Services is responsible to oversee the administration of this procedure. This will include ensuring compliance and taking the necessary actions or making the necessary recommendations to best promote conformity and fairness. This will also include ensuring that complaints arising from this procedure or any other college procedure or policy relevant to the college’s vaccination requirement are addressed, and where necessary, investigated accordingly.
3. Human Resources will assess accommodation requests from employees, in accordance with the college’s accommodation processes. Human Resources will facilitate accommodation plans where appropriate and communicate this information to CSS as necessary.

4. Student Services will assess accommodation requests from students and make the necessary approvals, inquiries and recommendations. Student Services will facilitate accommodation plans where appropriate and communicate this information to CSS as necessary.
5. All department and academic areas receiving requests for accommodation from mandatory vaccinations from members of the Board of Governors, contractors, visitors, volunteers, benefactors, community partners and clients will be forwarded to CSS. CSS will work with the respective department and/or the individual to develop an accommodation plan if the request qualifies under medical or religious/creed grounds.

5 Policy

To better protect the health and safety of our campuses, Georgian College is requiring that the College Community be vaccinated against COVID-19 as a condition for attending any facility owned, operated or controlled by Georgian College. This requirement also includes all persons who live, work or attend on-campus student residences. This requirement also includes all employees, regardless of whether they are currently working onsite or remotely, as employees may be required to return to onsite activities with proper notice given. Georgian College's on-campus activities and student residences, as well as this procedure and related policies, procedures, protocols and processes, will continue to be subject to federal, provincial and local public health regulations related to the COVID-19 pandemic.

6 Mandatory Vaccination Procedure – COVID-19

Effective September 7, 2021 all persons attending any Georgian College owned, operated or controlled indoor or outdoor facility, and all employees regardless of whether or not they are required to attend any campus or facility owned, operated or controlled by the college, will be required to have either of the following:

1. The first dose of an approved two dose COVID-19 vaccine; or,
2. Received an approved single dose vaccine.

Effective October 18, 2021, all persons attending any Georgian College owned, operated or controlled indoor or outdoor facility, and all employees regardless of whether or not they are required to attend any campus or facility owned, operated or controlled by the college, will be required to have their second dose of an approved two dose vaccine.

All persons entering onto Georgian College property will be required to show proof of their vaccination status as well as proof of identification and failing which, will be turned away and prohibited from entry until such time as proof is presented and accepted. This process will be subject to the following conditions as outlined below. Acceptable proof of identification includes a Georgian College ONEcard, driver's licence, birth certificate, passport, citizenship card, government (Ontario or other) issued

identification card, health card, permanent resident (PR) card, Ontario photo card, or an Indian Status Card or Indigenous Membership Card.

Accepted vaccines

Georgian College will accept the COVID-19 vaccines approved by [Health Canada](#) and/or the [World Health Organization](#) (WHO). Persons who receive WHO-approved vaccines that have not been approved by Health Canada must also receive one dose of a Health Canada-approved mRNA vaccine, as per [Ontario Ministry of Health guidelines](#). All international students must be aware of and adhere to the federal requirements regarding entry to Canada.

Individuals who have been vaccinated with a vaccine other than those approved by Health Canada and/or the WHO will not be allowed on campus until having received their approved single-dose vaccine or the first dose of an approved double-dose vaccine.

Proof of COVID-19 vaccination

1. Individuals coming on campus will be required to provide proof of vaccination.
2. All employees will be required to submit proof of vaccination, regardless of whether or not they are required to attend any campus or facility owned, operated or controlled by the college.
3. Individuals required to provide proof of vaccination by this procedure shall do so using the college's safety app, [Safe@Georgian](#). Instructions on how to download and use the app can be found on the ['What to Expect on Campus'](#) section of the Georgian College website.
4. From the main page of Safe@Georgian app, click on the 'Vaccine Passport' prompt.
5. Press "Start application". First register by entering your name and email, then follow the prompts to provide the date and type of vaccine(s) you received and attach a picture of your vaccine receipt(s).
6. You will then receive notice by email that your proof of vaccination has been received and that the review is "in process".
7. Once approved or denied, you will receive an email notification informing you of your new status.
8. At any time after your proof of vaccination has been submitted, you will be able to press the 'Vaccine Passport' button within the app to produce a date and time stamped QR code. This code will be green if proof of vaccination has been approved, yellow if it is under review or red if the proof has been denied.
9. All persons will be required to show the green QR code on the app, along with proof of identification as proof of vaccination at the college's designated entrances in order to gain access to any campus or facility. Acceptable proof of identification includes a Georgian College ONEcard, drivers license, birth certificate, passport, citizenship card, government (Ontario or other) issued identification card, health card, permanent resident (PR) card, [Ontario photo card](#), or an Indian status card or Indigenous Membership Card.
10. As of December 7, 2021, Georgian College will also accept the Ontario Ministry of Health Vaccination receipt or vaccine passport as proof of vaccination in paper form or as a clear and legible photo on their mobile device.
11. Personal health information collected by Georgian will be stored in accordance with the college's [privacy policy](#). The college will use the information it collects to administer this policy and for related health and safety purposes.
12. Individuals' personal health information will not be disclosed alongside any other identifying data.

13. Individuals who make false attestations about, or provide false documents related to being vaccinated, or attend campus without being vaccinated or with an approved accommodation plan may be subject to disciplinary actions up to and including expulsion for students, termination for employees, voiding of contracts for clients and contractors and removal/restriction from campus for visitors and/or any other attendees; such individuals could also be at risk of criminal and or civil liability.

Accommodation Requests

1. Georgian College will consider, on an individual basis, requests for accommodation based on medical or religious/creed grounds, as outlined under the Human Rights Code of Ontario R.S.O. 1990. The Ontario Human Rights Commission recently released a media statement which states in part:
 - “Requiring proof of vaccination to ensure fitness to safely perform work, or protect people receiving services or living in congregate housing, may be permissible under the code if the requirement is made in good faith and is reasonably necessary for reasons related to health and safety,” [Ontario Human Rights Commission media release last updated July 27, 2021.](#)
2. To submit a request for a medical or religious/creed accommodation, please use the COVID-19 Medical Accommodation form or the COVID-19 Religious/Creed Accommodation form located in Appendix 1 and 2, respectively. The form must be completed in full in accordance with the instructions.
3. The completed form should be submitted to VaccineAccommodation@GeorgianCollege.ca as indicated on the form. Georgian College reserves the right to have the request for accommodation on medical or religious/creed grounds reviewed by applicable accommodation specialists and make appropriate inquiries as deemed necessary.

Employment Conditions

Employees scheduled to work on campus, who choose not to be vaccinated, and do not qualify for an accommodation based on medical or religious/creed grounds covered by the Ontario Human Rights Code, will not be permitted to work on any campus or at any facility owned, operated or controlled by Georgian College and will be placed on a leave of absence without pay for the 2021 fall semester.

7 Related Materials

- Privacy Policy AD-004
- Health and Safety Statement

APPENDIX 1 – COVID-19 MEDICAL ACCOMMODATION FORM

The staff at Georgian College treat your personal health information with respect, privacy and confidentiality. The information contained in this form is kept strictly confidential and is used to help determine exemption eligibility. This collection is authorized by section 2 of the *Ontario Colleges of Applied Arts and Technology Act*. For questions, please contact the Access and Privacy Office at accessprivacy@georgiancollege.ca or 705.728.1968, ext. 5770.

Attention Physician/Nurse Practitioner: Georgian College has implemented a mandatory vaccination procedure for all persons attending our campuses. This form will be used as part of the criteria to determine the individual’s eligibility to be exempted from this mandatory vaccination procedure.

Given its legitimate concerns about public health and campus safety, the college wishes to advise you that the Ministry of Health has issued guidance on the parameters for issuing medical exemptions to COVID-19 vaccinations, a copy of which you may find on the ministry’s website

(https://health.gov.on.ca/en/pro/programs/publichealth/coronavirus/covid19_vaccine.aspx#immunizations). The college will consider the ministry’s guidance in assessing requests, and encourages you to consider it in providing your opinion.

SECTION A: To be completed by applicant

First name		Last name	
Phone number		Email	

Are you a:

- Student - provide student number: _____
- Employee - provide department & manager name: _____
- Member of the Board of Governors
- Contractor - provide the department you have been contracted by: _____
- Visitor - provide the department or person you are visiting: _____
- Volunteer - provide the department you are volunteering with: _____
- Other - provide the reason for attending campus: _____

Consent to release of information pursuant to the Personal Health Information Protection Act, 2004 (PHIPA)

I, _____, consent to the disclosure of my personal health information by the Physician/Nurse Practitioner so the college can assess my need for an exemption from the Georgian College mandatory vaccine requirement and for related administration.

Applicant Signature

Date

SECTION B: To be completed by Regulated Health Care Professional

Does the individual have a medical condition that precludes vaccination? Yes No

If yes, what is the nature of the condition that precludes vaccination?

If yes, what is the expected duration of the medical condition? _____

License/Registration number:	Email:
Phone:	Fax:

Office Stamp

Physician – Family Medicine

Physician - Other _____

Nurse Practitioner

I, _____, am a legally qualified Physician/Nurse Practitioner, I have read the statement on issuing medical opinions in support of COVID-19 exemptions and this report contains my clinical assessment and considered opinion at this time, within the scope of my practice.

Physician/Nurse Practitioner signature

Date

After both Sections A & B are completed, please submit this form to vaccineaccommodation@georgiancollege.ca for review.

APPENDIX 2 – COVID-19 RELIGIOUS/CREED ACCOMMODATION FORM

The staff at Georgian College treat your personal information with respect, privacy and confidentiality.

The college recognizes its duties under the Ontario *Human Rights Code* (the Code). If an individual is unable to be vaccinated due to a protected ground we have a duty to provide reasonable accommodation short of undue hardship. We will therefore consider requests for accommodations based on religious/creed grounds. The college will determine how to accommodate those with valid accommodation requests on a case-by-case basis in light of the prevailing risks of COVID-19 transmission.

This collection is authorized by section 2 of the *Ontario Colleges of Applied Arts and Technology Act*. For questions please contact the Access and Privacy Office at accessprivacy@georgiancollege.ca or 705-728-1968, ext. 5770.

SECTION A: To be completed by applicant

First Name		Last Name	
Phone Number		Email	

Are you a:

- Student - provide student number and program name: _____
- Employee - provide department and manager name: _____
- Member of the Board of Governors
- Contractor - provide the department you have been contracted by: _____
- Visitor - provide the department or person you are visiting: _____
- Volunteer - provide the department you are volunteering with: _____
- Other - provide the reason for attending campus: _____

Please explain below or by way of an attached letter why you are unable to be vaccinated due to your religious belief/creed. Please ensure you provide background on your religious belief/creed and connect the religious belief/creed to the reason you are requesting an accommodation from the Policy. If possible, please provide supporting documentation published by religious leaders or others practicing your religious belief/creed.

Applicant Signature
Date

Please submit completed form to VaccineAccommodation@GeorgianCollege.ca for review.