



## **Orde Day Care Immunization Disclosure Policy (Interim)**

Created: September 7, 2021

Reference: Instructions issued by the Office of the Chief Medical Officer of Health WHEREAS under subsection 2(2.1) of Schedule 1 and Schedule 4 of O. Reg. 364/2 September 7, 2021

Approved by the Board of Directors: September 7, 2021

### **Purpose:**

The purpose of this policy is to outline current organizational expectations with regards to COVID-19 immunization disclosure. Contingent upon vaccine availability, all eligible individuals are strongly encouraged to receive a COVID-19 vaccine, unless there is a medical reason to not receive a vaccine.

### **Background:**

Orde Day Care recognizes the importance of immunization of individuals regularly interacting and providing services to children due to the nature of their work and potential for exposure in the community. This COVID-19 immunization policy aims to protect the child care program's population including children, staff, volunteers, students on educational placements and any person providing child care or other services to a child in care. COVID-19 is an acute respiratory illness caused by the severe acute respiratory syndrome coronavirus 2 (SARS-CoV-2). It may be characterized by fever, cough, shortness of breath, and several other symptoms. Asymptomatic infection is also possible. The risk of severe disease increases with age but is not limited to the elderly and is elevated in those with underlying medical conditions.

### **Application of the Policy:**

The Immunization Disclosure Policy will apply to the following groups of individuals, except where the individual works remotely and the individual's work does not involve in-person interactions:

- Employees of the **Orde Day Care**
- Volunteers;
- Students on an educational placement;
- Any individual who regularly interacts with children, staff or providers;
- Any person who provides child care or other services to a child who receives child care (e.g., special needs resourcing consultant)

### **Policy:**

The Chief Medical Officer of Health has directed all licensed child care programs to develop, implement and ensure compliance with a COVID-19 immunization disclosure policy. All individuals covered by this policy must provide one of the following:

#### **1. Proof of all required doses of a COVID-19 vaccine.**

Receipts from the Ministry of Health of confirmation of COVID-19 immunization will be accepted.

**Please submit this on or before Monday, September 13, 2021 by email to the Executive Director.**



**2. Written proof of a medical reason, provided by either a physician or nurse practitioner that sets out:**

- a. that the person cannot be vaccinated against COVID-19; and
- b. the effective time period for the medical reason (i.e., permanent or time- limited).

**Please submit this on or before September 20, 2021 to the Executive Director @ admin@ordedaycare.org.**

**3. Proof that the individual has completed an educational session approved by Orde Day Care Educational session, when available.** The educational session will be approved by and/or provided by Orde Daycare and address all of the following learning components:

- how COVID-19 vaccines work;
- vaccine safety related to the development of the COVID-19 vaccines;
- benefits of vaccination against COVID-19;
- risks of not being vaccinated against COVID-19; and
- possible side effects of COVID-19 vaccination.

These sessions will be booked individually with the required employees, once available. All individuals who participate in the education sessions, will have to sign an attestation indicating the completion of the session.

**Support for Vaccination:**

Orde Day Care will provide the following support for people subject to this policy to receive a vaccine

- a. Reimbursement of 4 hour paid time for each COVID-19 vaccination
- b. Assistance with booking vaccine appointments,
- c. peer-to-peer support,

**Testing Requirements:**

Individuals subject to the policy who are not fully vaccinated must regularly complete a rapid antigen point of care test for COVID-19 and demonstrate a negative result, **every Tuesday and Thursday; and provide written verification of the negative test result. Testing must be completed no more than 24 hours before your shift on Tuesday and Thursday each week.**

If you are on holiday or absent from your duties on the above stated days, results from the testing will be due on the day you return to work. I.e., If you are away Tuesday, Wednesday and Thursday, testing results would need to be sent prior to your shift on Friday. The rapid antigen test for this work day must be undertaken no earlier than 24 hours prior to your first shift back.

Individuals subject to testing requirements must provide written verification of negative test results to the Executive Director or their designate. The documented /written proof of a negative test must be sent to the Executive Director email no later than 4 hours before your shift each Tuesday and Thursday morning, or the first day you return to work in a given week. If testing results are not provided as required staff will be unable to attend work.



The first testing requirement will be Tuesday, September 14, 2021

**Should an individual test positive, they will:**

- a) Inform the Executive Director immediately by email
- b) Call your supervisor and inform them of your absence
- c) Isolate for the required period of time
- d) Submit to a laboratory-based PCR test to confirm results within 48 hours or as soon as possible
- e) Inform the Executive Director once the results of the PCR test have been provided to you

**This interim policy may be modified at any time based on legislative or public health policy changes or at the discretion of the Centre."**

**Confidentiality Statement**

As per s. 77 of O. Reg 137/15 made under the Child Care and Early Years Act, 2014, Orde Day Care is required to report such statistical information to the Ministry of Education as may be required. No identifying information will be provided to the ministry in relation to this policy; all statistical information will be provided in aggregate form.

**Employee Policy and Procedure Review and Acknowledgement**

I acknowledge receipt of the Centre's Immunization Disclosure Policy (Interim) . I understand it is my responsibility to read, understand, and comply with the Policy. I further understand that if I have questions, at any time, regarding this Policy, I will consult with the Executive Director.

Please review this Policy carefully to ensure that you understand it and/or ask any questions you have before signing this document.

Staff Name	Supervisor Name:
Staff Signature:	Supervisor Signature:
Date:	Date: