



Stony Brook Medicine Administrative Policy and Procedures

Subject: HR0032 Influenza Vaccination Policy	Published Date: 12/16/2014
Human Resources	Next Review Date: 12/16/2017
Scope: Hospital Wide	Original Creation Date: 09/18/2013

Printed copies are for reference only. Please refer to the electronic copy for the latest version.

Responsible Department/Division/Committee:

Human Resources and Employee Health and Wellness (EH&W)

Policy:

As required by Section 2.59 of New York Codes, Rules and Regulations, Title 10, all personnel who are not vaccinated against influenza must wear a surgical or procedure mask during influenza season while working in areas where patients may be present. Stony Brook University Hospital employees, medical staff, personnel with patient contact working in Article 28 outpatient sites, volunteers, students, vendors and contract personnel must have documentation of vaccination to influenza or wear a surgical or procedure mask in designated patient care areas during the period when the NYS Commissioner of Health determines that influenza is present.

Definitions:

Influenza is a contagious respiratory illness caused by influenza viruses. It can cause mild to severe illness, and at times can lead to death. Influenza season is the time during which influenza is prevalent as determined by the New York State Commissioner of Health.

Personnel means all persons employed or affiliated with Stony Brook University Hospital, including Article 28 outpatient sites, whether paid or unpaid, including, but not limited to employees, members of the medical staff, contract workers, students and volunteers who engage in activities such that if they were infected with influenza, they could potentially expose patients to the disease.

Patient care areas include all inpatient and Article 28 outpatient waiting areas and evaluation, diagnostic, and treatment areas.

Procedures:

A. Annual Influenza Vaccination

1. All hospital employees, medical staff, personnel with patient contact working in Article 28 outpatient sites, volunteers and SB HSC students are offered the influenza vaccine without charge on an annual basis. Should personnel choose not to receive the vaccine for any reason, they must follow the protocol for unvaccinated personnel (see section B). Hospital employees, medical staff and personnel working in Article 28 outpatient sites including Research Foundation employees must have "Hospital Access" printed on their identification badge. Volunteers must present their volunteer identification badge.
2. Personnel without "Hospital Access" printed on their identification badge and Health Science Center personnel and students who must comply with the New York State regulation can receive the influenza vaccine through the Point Of Distribution located in the Galleria on dates specified annually.
3. Any personnel vaccinated elsewhere must provide proof of influenza vaccination to EH&W prior December 1 or the start of the influenza season as determined by the Commissioner of Health, whichever occurs first. Vaccination documentation must include:
 - a. Date of vaccination
 - b. Name of individual who ordered or administered the vaccine
 - c. Business address of individual who ordered or administered the vaccine
4. After the vaccine is administered or after proof of vaccination is provided, a designated symbol will be provided to be affixed to the front of the SBU identification badge to indicate that wearing of a mask to prevent influenza transmission is not required.
5. Individuals who request medical exemption due to medical contraindications to the influenza vaccine must follow protocol for unvaccinated personnel (see Section B).
 - a. Medical contraindications include:
 - i. allergy to influenza vaccine component or
 - ii. adverse reaction to influenza vaccine (e.g. Guillain-Barre)
6. Individuals who request religious exemption must follow protocol for unvaccinated personnel (see section B).

B. Unvaccinated Personnel

1. All personnel not vaccinated against influenza for the current influenza season must wear a surgical or procedure mask while in areas where patients may be present during the periods that the Commissioner of Health determines that the influenza season is underway.

2. Areas where masks must be worn wherever and whenever unvaccinated personnel might expose patient to influenza include but are not limited to:
 - a. Inpatient areas: patient rooms, treatment areas, nurses' stations, hallways and elevators
 - b. Outpatient areas: lobbies, examination rooms and offices where patients might be present
3. Surgical or procedure masks are provided free of charge. The masks may also be labeled as laser, isolation, dental, or medical procedure masks and may be secured by ties or ear loops. Face shields and N95 respirators are not required to meet the requirements of the New York State regulation.
4. All masks should be changed when leaving the patient care room or completing care of a patient on isolation precautions. Masks also should be changed whenever it is soiled or might have become soiled. Standard and transmission-based precautions apply as usual.

C. Compliance

1. Unit/Department leadership has the responsibility to ensure compliance with this policy.
2. Violation of this policy by an employee may result in disciplinary action, consistent with the provision of the application collective bargaining agreement, if any, up to and including termination of employment.
3. Violation of this policy by a student, volunteer or vendor may result in removal from campus.

D. Exemptions

1. The removal of the mask is permitted when healthcare workers are:
 - a. Accompanying patients in the community.
 - b. Providing speech therapy services.
 - c. Communicating with persons who lip read.

Forms: (Ctrl-Click form name to view)

Influenza Vaccine Consent Form (DAS CI2C098)

Policy Cross Reference: (Ctrl-Click policy name to view)

[HR0008 Employees, Volunteers, and Medical Staff Physical Examinations and Annual Health Evaluations](#)

Relevant Standards/Codes/Rules/Regulations/Statutes:

New York State Codes, Rules and Regulation, Title 10, Section 2.59, "Regulation for Prevention of Influenza Transmission by Healthcare and Residential Facility and Agency Personnel"

References and Resources:

None