

Civicorps COVID-19 Vaccination – New Hire/Rehire Policy



Effective Immediately

Policy Summary:

The purpose of this policy is to protect the health and safety of the Civicorps community, including our staff as well as our Corpsmembers, students, partners and all others who work, learn and participate in Civicorps programs.

Civicorps will require that all new hires or rehired staff and Corpsmembers either: (1) **provide proof of fully vaccinated status** (defined as 2-weeks after second dose of Pfizer or Moderna or 2-weeks after single dose of Johnson & Johnson) against COVID-19, or (2) **provide proof of having received at minimum their first vaccination dose, submit weekly proof of an acceptable negative COVID-19 test until they achieve fully vaccinated status, and submit proof such status has been achieved within 30 days of hiring.** For purposes of this policy “Corpsmembers” includes Corpsmembers and interns who receive wages directly from Civicorps.

Policy Details:

Beginning **Wednesday, September 1, 2021**, all incoming Civicorps staff and Corpsmembers will be required to submit acceptable proof of fully or partially vaccinated status. Incoming staff or Corpsmembers who have not submitted acceptable proof of either full or partial vaccination status shall not be allowed to begin employment until they submit proof of compliance.

Proof of Vaccination: Proof of vaccination shall be submitted to the Human Resources Manager (for staff) or Lead Case Counselor or designee (for Corpsmembers). The following will be accepted as proof of vaccination: (1) physical COVID-19 Vaccination Record Cards issued by the Department of Health and Human Services, Centers for Disease Control & Prevention, or WHO (Yellow Card) that include the name of person vaccinated, type of vaccine provided and date of last dose administered, (2) a physical or digital copy or image of a qualifying Vaccination Record Card; (3) documentation of full COVID-19 vaccination signed by a physician or other appropriate health care provider; or (4) digital records that include a QR code which can be read by a SMART Health Card Reader to display the employee’s name, date of birth, vaccine dates and vaccine type.

Partially vaccinated new hires/rehires will be required to show proof of appointment for 2nd dose, if applicable, and proof of fully vaccinated status within 30 days of hire.

Through September 30, 2021, all incoming Corpsmembers will receive \$50 per shot for Moderna and Pfizer and \$100 for Johnson & Johnson, upon submission of proof/verification.

Weekly Testing: All incoming staff and Corpsmembers who are not yet considered “fully vaccinated” shall be required to submit weekly proof of a negative antigen or molecular COVID-19 test, as explained in the Civicorps Vaccination and Testing Policy.

Accountability: Civicorps believes that staff and Corpsmembers will be honest in their communication regarding vaccination status and testing. However, any misrepresentation or submission of fraudulent documentation will result in immediate termination.