


# MEMO

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**TO:** All Physicians and Staff  
**FROM:** Senior Leadership Team  
**DATE:** August 30, 2021  
**SUBJECT:** Vaccination Policy- Important Reminder



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As per Ministry of Health Directive, employers in the health care sector, including hospitals, are required to develop COVID-19 vaccination policies for their staff that take effect no later than **September 7<sup>th</sup>, 2021.**

As a hospital, we have a duty and commitment to protect the health and safety of our staff, patients and visitors. A memo was distributed on August 24<sup>th</sup>, 2021 requesting that all staff and physicians take one of the following actions, no later than August 27<sup>th</sup>, 2021:

1. Provide proof of full vaccination to the Occupational Health and Safety department; or
2. Provide written proof of medical contraindication from their physician or nurse practitioner; or
3. Identify intent to engage in an education program and routine antigen testing for COVID-19.

Thank you to everyone who submitted this information according to our deadline.

**Effective end of day Thursday September 2<sup>nd</sup>, 2021, any staff or physician who has not taken action on this request will be considered unvaccinated and will be required to complete an education module and regular antigen testing before presenting to work.**

Antigen testing will be coordinated through the Occupational Health and Safety Department and must be completed routinely within 48 hours of coming onsite to work. Weekly on-site PCR testing will also be required.

We are currently finalizing our vaccination policy in line with the provincial directive. As we finalize processes and documentation, we will share this information with you.

If you have questions or concerns, please contact your departmental manager.