Fulton County Vaccination and Testing Policy and Procedure
Frequently Asked Questions
September 1, 2021

1. **Why is Fulton County adopting a Vaccination and Testing Policy at this time?**

   Fulton County is committed to taking every precaution to protect the health, safety and well-being of employees, citizens, and others who spend time in County facilities from infectious conditions such as COVID-19. Fulton County is experiencing a significant surge in COVID-19 infections due to the Delta variant of COVID-19, which according to the U.S. Centers for Disease Control and Prevention (CDC), spreads faster than early forms of COVID-19. Despite the availability of vaccines and incentives offered to encourage vaccination, many employees remain unvaccinated by choice. Given that the County's workforce interacts with members of the public and amongst itself, the spread of the Delta variant of COVID-19 and its adverse effects are likely. Accordingly, the County has determined that it has a legitimate business need—to protect the health and welfare of staff and customers—for mandating employees be vaccinated or submit to weekly testing for COVID-19 so that infections in the unvaccinated staff are quickly identified and addressed expeditiously.

2. **What are my responsibilities as an employee under the County's Vaccination and Testing Policy Procedure?**

   As a condition of employment, all Fulton County employees are required to either 1) be immunized by vaccination against COVID-19 or 2) be tested weekly for COVID-19. This condition of employment is mandatory unless an employee is granted a reasonable accommodation or when otherwise not permitted by law.

3. **Can telecommuting be used as an alternative to participation in the Vaccination Program or will I still be subject to the vaccination and/or testing requirements even if I currently am working from home?**

   Participation in the Vaccination Program will be *required* of all employees, including those who currently work from home, since all employees are expected to be prepared to come to a worksite at any time necessary to meet business needs.

4. **What are the consequences if I refuse to participate in the Vaccination Program?**

   Employees will be subject to the following discipline for failure to comply with this Policy and Procedure

   - First offense – 1 day suspension without pay
   - Second offense – 5 days suspension without pay
   - Third Offense – 10 days suspension without pay
   - Fourth offense - Dismissal

5. **Which COVID-19 vaccines fulfill the vaccination requirement?**

Moderna, Pfizer and Johnson & Johnson vaccines are all acceptable. In addition, any COVID-19 vaccination that has been pre-qualified or issued an Emergency Use Listing (EUL) by the World Health Organization (WHO) is acceptable.

6. **What type of documentation will I need to submit to satisfy the proof of completed vaccination requirement?**

You will need to submit a copy of your CDC COVID-19 Vaccination Record Card or documentation from a healthcare provider or pharmacy that includes the following information:

- Your name;

- Date(s) of vaccination;

- Type of vaccine; and

- Proof of receipt of both doses of a Pfizer or Moderna vaccine, a single dose of the Johnson & Johnson vaccine, or the requisite number of doses of any vaccine issued pre-qualified or issued an Emergency Use Listing by the WHO.

7. **How do I submit proof of vaccination?**

All employees who previously have not submitted an approved COVID-19 vaccination card to Human Resources Management received a personalized link on Monday, September 13, 2021 to access the Vaccination Program Attestation platform to upload their vaccination card, as applicable.

The personalized link was sent via email:
From: Fulton County Human Resources mailto:noreply@qualtrics-survey.com
Subject: "Submit your Vaccination Record or Test Results"

8. **How do I submit proof of testing/test results?**

Employees who do not submit an approved vaccination card are required to submit COVID-19 test results each week using the personalized link they receive each Monday morning. Test results should be submitted by 11 a.m. on the 1st day that the employee reports to work each calendar week. For most employees, this will be Monday.

9. **Are there exceptions to the vaccination and/or testing requirements of the COVID-19 Vaccination and Testing Program?**

An employee may request an exception from the completed vaccination requirement and/or the COVID-19 testing requirement based on a medical exemption, disability, or religious objection or a deferral of the completed vaccination requirement by submitting a completed Request for Exception/Deferral from Mandatory COVID-19

Vaccination/Testing & Reasonable Accommodation Form to the Department of Diversity and Civil Rights Compliance (DCRC). Employees may request an exception or deferral and seek workplace accommodation without fear of retaliation.

10. **I am pregnant. Am I required to comply with the vaccination and/or testing requirements?**

Yes. Pregnancy does not automatically disqualify an employee from participation in the COVID-19 Vaccination Program. In fact, the CDC recommends COVID-19 vaccination for all people aged 12 years and older, including people who are pregnant, breastfeeding, trying to get pregnant now, or might become pregnant in the future. Pregnant and recently pregnant people are more likely to get severely ill with COVID-19 compared with non-pregnant people. Getting a COVID-19 vaccine can protect you from severe illness from COVID-19.

11. **What happens if my request for an exception or deferral from the completed vaccination requirement and/or the COVID-19 testing requirement is granted?**

Safety protocols will be required or recommended, as appropriate, for those who are granted a reasonable accommodation based on an exception or deferral request.

12. **What happens in a situation where the employee has been vaccinated but has not submitted proof via the Vaccine Incentive Portal?**

Employees, who have not previously provided proof of completed vaccination to the County, must establish that they are vaccinated by uploading a copy of their CDC vaccination card or an official medical record to the County's secured COVID-19 vaccination tracker system on or before September 6, 2021. Any employee who fails to submit proof of vaccination by September 6, 2021 will be considered unvaccinated and required to be tested weekly for COVID-19 until the employee's vaccination status is confirmed.

13. **Will the County provide paid time off for testing?**

Administrative leave may be offered for purposes of taking a COVID-19 test. Employees may also use personal time outside of the administrative leave offered at their own expense.

14. **Will booster doses be required for employees who have already completed their vaccination series?**

The County may, based on guidelines from the CDC or any federal, state or local public health agency, also require vaccinated employees to submit proof of booster dose(s) unless excused by a reasonable accommodation or otherwise by law. Vaccinated employees will receive advance notice of such requirement and instructions on how to submit proof of compliance.

15. Will I be required to use my personal sick or vacation leave if I experience adverse side effect after receiving a vaccine injection or booster dose of the COVID-19 vaccine?

Employees who experience adverse side effects within twenty four (24) hours of receiving a vaccine injection may request up to a total of forty (40) hours of administrative leave to be utilized on the days immediately following a vaccine injection or booster dose.

16. I am concerned about taking the COVID-19 vaccine. What can you tell me about its safety and effectiveness?

We realize that the COVID-19 vaccine was developed fairly quickly and that may raise concerns for certain members of the workforce. However, the process used to approve the COVID-19 vaccine is the same process that was used to create safe and effective vaccines for the flu, polio, measles, whooping cough and more. The COVID-19 vaccines have all been subject to rigorous clinical trials, and all routine processes and procedures remained in place to ensure the safety of any vaccine authorized or approved for use. You can learn more about the safety of the vaccine on the CDC's website, using the following link: https://www.cdc.gov/coronavirus/2019-ncov/index.html