

SAN JOAQUIN COUNTY

COVID-19 VACCINE INCENTIVE PROGRAM

San Joaquin County has established a voluntary *COVID-19 Vaccine Incentive Program* as an effort to encourage vaccinations as we continue to emerge from the Delta variant surge.

San Joaquin County is **not** mandating vaccinations except where required by federal or state law (Public Health Orders). This program does **not** extend the compliance deadlines for employees required to be vaccinated under the CDPH Orders of August 5, 2021, Health Care Worker Vaccine Requirement or August 19, 2021, State and Local Correctional Facilities and Detention Centers Health Care Workers Vaccination Requirement.

Participation in this program is voluntary for **All** employees who provide verification of full vaccination status **by December 1, 2021**. Employees who choose to participate in this program and meet the eligibility requirements, will receive one-time "vaccination incentive leave" hours added to an *Incentive Leave Bank*, for use during January 3, 2022 through December 31, 2022 as follows:

- Full-time employees will receive eight (8) hours
- Part-time employees will receive four (4) hours

Vaccine incentive leave will expire December 31, 2022. Unused incentive leave under this program will have no cash out value and can only be taken during the specified period. Scheduling the use of this leave should be consistent with internal department procedures for requesting time off such as vacation and other compensatory time

Eligibility Requirements

To receive the vaccine incentive hours under this program, employees will need to complete the *Statement of COVID-19 Vaccination Status* form and show proof of vaccination status which include the following options (incentive leave does not apply to "booster shots"):

- COVID-19 Vaccination Record Card (Issued by the Department of Health and Human Services Centers for Disease Control & Prevention or WHO Yellow Card) which includes name of vaccinated person, type of vaccine provided, and date last dose administered; **OR**
- A photo of Vaccination Record Card as a separate document; **OR**
- A photo of the employee's Vaccination Record Card stored on a phone or electronic device; **OR**
- Documentation of COVID-19 vaccination from an accepted health care provider; **OR**
- Digital record that includes QR Code that when scanned by a SMART Health Card reader displays employee name, date of birth, vaccine dates and type. The QR Code must also confirm the vaccine record as an official record of the State of California; **OR**
- Documentation of vaccination from other contracted employers who follow these vaccination records guidelines and standards.

Managers or Supervisors are required to sign the *Statement of COVID-19 Vaccination Status* form attesting they visually verified proof of vaccination status.

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Consideration of Previously Submitted Documentation

Employees who previously submitted an *Employee Vaccination Ascertainment* form introduced with the July 26, 2021, CDPH Order for high-risk health care and congregate settings **and** provided approved proof of vaccination status are **not** required to complete the *Statement of COVID-19 Vaccination form*.

Employees who previously submitted a *Self-Certification of COVID-19 Vaccination Status* form, and choose to participate in the *Vaccine Incentive Program* will need to complete the *Statement of COVID-19 Vaccination* form and show proof of vaccination. Employees who cannot provide proof of vaccination status are ineligible for the incentive leave hours under this program and will be considered unvaccinated. Unvaccinated or undisclosed employees will be required to comply with all COVID-19 specific mandates.

Confidential Information

The *Statement of COVID-19 Vaccination* forms are to be maintained at the department level. County departments will take reasonable measures to maintain the confidentiality of information regarding the COVID-19 vaccination status of staff. Any information maintained regarding the COVID-19 status of an employee will be separately maintained from the employee's personnel file, thus limiting access to this confidential information.

Face Covering

After December 1, 2021, employees who are requesting an exemption from current face covering Public Health Orders will be required to show proof of vaccination status to receive the exemption. This does not apply to employees who may be required to wear face coverings regardless of vaccination status under other applicable federal and state Public Health Orders.

Additional Information

Covid-19 Vaccine Incentive Program information including the *Statement of COVID-19 Vaccination* form will be posted on the County's COVID-19 Employee Information page <https://www.sjgov.org/covid19/employees>.