



Peterborough Police Services Board

COVID-19 Vaccination Policy

1.0 Policy and Purpose

- 1.1 The objective of this policy is to provide a healthy, safe and COVID-19 free environment for all Board Members and Board staff.
- 1.2 The COVID-19 pandemic has been an evolving public health issue provincially, nationally and internationally. The Peterborough Police Services Board is monitoring guidance from all applicable public health authorities and reserves the right to revise this policy as determined to be necessary and/or appropriate.
- 1.3 This policy outlines the Board's direction regarding the COVID-19 vaccination to its members, staff and others who are performing work for the Board.

2.0 Application

- 2.1 This policy applies to:
 - a) All Board members and Board staff
 - b) Student placements, contractors and consultants performing work on behalf of the Board within any PPS facility.

3.0 Definitions

- 3.1 **COVID-19** - A virus belonging to a large family called coronavirus which includes the virus that causes the common cold and more severe disease such as Severe Acute Respiratory Syndrome (SARs) and Middle East Respiratory Syndrome (MERS-COV). The virus that causes COVID-19 is a novel coronavirus, named SARS-CoV-2.

- 3.2 **Fully Vaccinated** - Having received the full series of a COVID-19 vaccine or combination of COVID-19 vaccines approved by the Public Health Agency of Canada including any subsequent vaccinations or boosters that are recommended when they become available and having received the final dose of the COVID-19 vaccine at least 14 days prior.
- 3.3 **Proof of Vaccination** - Documentation issued by the Ontario Ministry of Health, other province or territory or international equivalent indicating the individual is fully immunized against the COVID-19 virus.
- 3.4 **Rapid Antigen Testing** - A rapid diagnostic test suitable for point-of-care testing that directly detects the presence or absence of an antigen. It is commonly used for the detection of SARS-CoV-2, the virus that causes COVID-19.
- 3.5 **Vaccine Accommodations (Exemptions):** Grounds for COVID-19 vaccine exemptions based on substantive medical risk confirmed by a physician, or because of a religious belief that is a major tenet of a recognized religion.
- 3.6 **Workplace** – Refers to the location where the Board members and Board staff regularly performs their Board duties.

4.0 Board Policy

- 4.1 All persons listed in 2.1 above are required to provide proof that they are Fully Vaccinated to the Executive Assistant of the Board prior to attending any Board meeting or public function as a representative of the Board.
- 4.2 All persons listed in 2.1 above are required to provide proof of recommended subsequent vaccinations or booster shots to the executive Assistant of the Board prior to attending any Board meeting or public function as a representative of the Board.
- 4.3 Deadlines for subsequent vaccinations or booster shots will be established by the Board at that time to allow individuals a grace period to become fully vaccinated.
- 4.4 If the Board identifies that a placement student, contractor or consultant has submitted proof of vaccination that is fraudulent or altered in any way, the Board, or designate, shall terminate the person's placement position or terminate the contract or service agreement (if applicable) with the consultant or contractor.

5.0 Medical Exemption

- 5.1 If a person listed in 2.1 above is unable to be fully vaccinated due to a medical condition, the Board recognizes its duty to accommodate to the point of undue hardship, and where appropriate, that person will receive a vaccination exemption.
- 5.2 Medical exemption requests are a shared responsibility between the person making the request and the Board. These requests will be reviewed confidentially by the Board on a case-by-case basis.

- 5.3 A person requesting a medical exemption shall provide a report to the Executive Assistant from a duly qualified medical physician or nurse practitioner clearly stating that reason for the exemption and the likely duration of the need for the exemption. The Board reserves the right to have exemptions reviewed by a qualified medical practitioner of its own choosing.
- 5.4 The person requesting the exemption shall be responsible for providing any additional documentation as requested to the Board's Executive Assistant and generally to cooperate in this process.
- 5.5 The Executive Assistant shall consult with the Board Chair regarding the exemption request and shall consult with and communicate the status of the exemption request to the person requesting the exemption throughout the process.
- 5.6 For any person listed in 2.1 above who is approved for a medical exemption, the Board will consider each case on its merits, and will develop an appropriate accommodation plan for attendance at Board meetings, which can involve requiring the person to follow alternative COVID-19 prevention measures including regular Rapid Antigen Testing, the use of Personal Protective Equipment (PPE) or virtual attendance. This will ensure the safety of the Member and ensure that they do not pose a direct threat to the health or safety of others in the workplace.
- 5.7 If a person listed in 2.1 above who is approved for a medical exemption test positive for COVID-19, that person shall follow public health directions and the standard procedure will apply; they are not permitted to attend Board meetings or enter any Board workplace, will be required to self-isolate for 14 days and to provide proof of a negative third party administered COVID-19 test prior to attending a Board meeting or returning to work.

6.0 Vaccination Refusals and Accommodation Requirements

- 6.1 Any person listed in 2.1 above who does not qualify for an accommodation for a COVID-19 vaccination and/or has chosen not to be fully vaccinated must follow additional health and safety guidelines as outlined below:
 - 1) Such person shall be required to attend Board meetings virtually: or
 - a) If such person establishes that virtual attendance is not possible, prior to attendance at a Board meeting, the person shall provide to the Board's Executive Assistant proof of a negative third party administered Rapid Antigen COVID-19 Test on the day of the meeting, on the person's own time and at the person's expense.
 - b) If the person tests positive for COVID-19, he/she shall follow public health directions and the standard procedure will apply; they are not permitted to attend Board meetings or enter any Board workplace, will be required to self-isolate for 14 days and to provide proof of a negative third party administered COVID-19 test prior to attending a Board meeting or returning to work.

2) Education Session

- a) Any person listed in 2.1 above who does not qualify for an accommodation for a COVID-19 vaccination and/or has chosen not to be fully vaccinated will also be required to participate in an Educational Program delivered by the City of Peterborough which addresses the following learning components:
- How COVID-19 vaccines work
 - Vaccine safety related to the development of the COVID-19 vaccines
 - Benefits of vaccination against COVID-19
 - Risks of not being vaccinated against COVID-19
 - Possible side effects of COVID-19 vaccination
- b) This educational program shall be completed by the person on their own time within 10 days of the program becoming available. Such persons shall provide proof of completion and sign a declaration stating that they understand the risks of COVID-19 and the benefits of the vaccination prior to attending any Board meeting or any Board workplace. This information shall be provided to the Board's Executive Assistant.

3) Wearing of Personal Protection Equipment (PPE)

- i) Such persons will be required to wear medical grade masks when they are in any Board workplace or attending a Board meeting, including periods when travelling throughout the Police Service building on route to a Board meeting.

7.0 Collection of Immunization Information

- 7.1 The purpose of collecting the proof of vaccination is to protect the persons listed in 2.1 above and other members of the public against COVID-19. This information will only be used when required to achieve that goal.
- 7.2 The Peterborough Police Services Board will only collect, use and disclose information regarding a member's vaccination status in accordance with applicable privacy laws (**Personal Health Information Protection Act** etc.)
- 7.3 Proof of vaccination will be kept in a confidential secure file in the Board office. The Executive Assistant will be responsible for maintaining this information.

8.0 Administration

- 8.1 That this policy is hereby enacted by the Peterborough Police Services Board on the 14th day of October, 2021 and shall take effect on that date.
- 8.2 That distribution of this Policy shall be unrestricted.



Bob Hall, Chair
Peterborough Police Services Board

Additional References:

Evaluation Date: September 29, 2021
Issue Date: October 14, 2021
Revision Dates: