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## California State University Dominguez Hills Foundation Vaccination and Surveillance Testing Policy (Revised)

### **Purpose**

California State University Dominguez Hills Foundation (“CSUDH Foundation”) will require all staff to be fully vaccinated and provide proof of vaccination status; otherwise submit a medical/religious exemption on or before September 30, 2021. Consistent with the mandatory vaccination policies adopted by California State University (“CSU system”) and California State University Dominguez Hills (“CSUDH”) on July 27, 2021 and August 4, 2021 respectively, CSUDH Foundation adopts the following policy to ensure compliance with the applicable mandates, and protect the health and safety of our students, faculty, staff, and community we serve. CSUDH Foundation reserves the right to reassess the Policy at any time based on applicable guidance or directives from government or public health authorities.

In accordance with the CSUDH’s revised Vaccination Policy, CSUDH Foundation employee will be required to show proof of vaccine booster shot by February 28, 2022 or six month after an individual has received a final dose of the initial vaccination, whichever is later.

### **Policy**

Effective immediately, all Foundation employees regardless of employment status or primary office location are required to be fully vaccinated against the COVID-19 virus in order to continue employment with CSUDH Foundation unless a reasonable accommodation is submitted to Foundation Human Resources and approved in writing.

### **Definitions**

#### **Fully Vaccinated**

“Fully Vaccinated” for the purposes of accessing campus facilities refers to individuals who are inoculated for COVID-19, and are at least two weeks removed from their booster shot dose.

#### **Approved Vaccination**

A COVID-19 vaccine is an Approved Vaccine if the U.S. Food & Drug Administration (FDA) has issued a License or an Emergency Use Authorization (EUA) for the vaccine; or the World Health Organization has determined that the vaccine has "met the necessary criteria for safety and efficacy."

### **Self-Certification**

During the self-certification process employees must confirm their vaccination status and submit proof of vaccination using the instructional method provided by Foundation Human Resources. Acceptable documentation to be used as proof of vaccination is: (1) copy of the front and back of a vaccination card with both vaccination dates clearly listed or (2) a certification from the Department of Health clearly showing the full vaccination status (3) Documentation of COVID-19 vaccination form a health care provider

Employees who wish to obtain an exemption from receiving the vaccination, must still complete the self-certification process and select the appropriate exemption option. Exemptions will be granted based upon valid medical or religious reasons.

**Medical Exemption:** can be granted due to a medical (including mental health) condition for which vaccination presents a significant risk of a serious adverse reaction. Any person submitting a medical exemption must promptly provide documentation from a certified or licensed healthcare professional to support their declaration.

**Religious Exemption:** can be granted due to either (i) a person's sincerely held religious belief, observance, or practice, which includes any traditionally recognized religion, or (ii) beliefs, observances, or practices which an individual sincerely holds and that occupy a place of importance in that individual's life, comparable to that of traditionally recognized religions. A person submitting a religious exemption must promptly provide a statement that describes the applicable religious or other comparable belief that is the basis for their Exemption.

The supporting documents for either the medical or the religious exemptions must be submitted to Foundation Human Resources using the secured Dropbox link provided. An HR representation will review the submission and provide a written determination regarding the request within five (5) business days.

## **Surveillance Testing Access**

The CSUDH campus provides free weekly testing for fully vaccinated Foundation employees who wish to take part in testing. Foundation employees who have an approved medical or religious exemption are required to take part in the weekly testing as a condition of continued employment. Appointments for surveillance testing can be made using [myCSUDH Portal](#) Should any employee test positive for COVID-19, they must immediately contact [Fndcovidresponse@csudh.edu](mailto:Fndcovidresponse@csudh.edu) .

## **Offsite Locations**

Employees are hired from time to time to work specifically at local school districts under contract with CSUDH Foundation. Employees who work offsite must be able to satisfy the vaccination guidelines set forth by the school site in order to continue employment. If the school site requires all staff, contractors, and business partners to be fully vaccinated, the Foundation employee must comply with the requirements in order to continue employment. Similarly, if the school site requires weekly testing regardless of vaccination status, the Foundation employee must comply with the requirement in order to continue employment.

## **Prospective Employees**

Prospective employees, who receive a conditional offer of employment from Foundation, shall present proof of vaccination status as part of the hiring process before being approved by Foundation Human Resources to begin working. Prospective employees will not be allowed to enter the campus or its facilities until proof of vaccination is provided.

## **Contractors and Volunteers**

Contractor and Volunteers, including External Dining Tenants are required to adhere to the vaccination policy. Foundation will only approve contractors, volunteers, and external dining tenants to work on campus who submit proof of full vaccination status. Exemptions may be permitted for contractors, volunteers, and external dining tenants. Please consult with Foundation HR for more information.

## **Compliance**

In order to protect the health and safety of our student, faculty, staff and community, Foundation employees are required to comply with this vaccination and surveillance testing policy in its entirety. Failure of Foundation employees to comply with any aspect of this policy may be considered insubordination, which may result in disciplinary action, up to and including termination in accordance with California Education Code 89535 and with Foundation's Code of Conduct.

## **Confidentiality**

CSUDH Foundation shall safeguard information submitted by employees for the purpose of completing the required self-certification process. Data collection procedures will follow applicable confidentiality, privacy, and health record security policies, as well as state and federal laws. Information shall be used only for the specific purpose intended and only accessible to CSUDH Foundation and CSUDH personnel who have a business need-to-know.

For additional guidance not addressed by this policy, please direct questions or concerns to [adodd@csudh.edu](mailto:adodd@csudh.edu)