



Section	Psychiatric Health Facility (PHF)	Effective:	8/24/16
Sub-section	Infection Control		
Policy	Employee Immunizations	Last Revised:	9/12/16
Policy #			
Director's Approval	_____	Date	_____
	Alice Gleghorn, PhD		
PHF Medical Director's Approval	_____	Date	_____
	Leslie Lundt, MD		
Supersedes:	New policy	Audit Date:	9/12/19

1. PURPOSE/SCOPE

- 1.1. To minimize the risk of infection to patients and employees deemed at risk for occupational exposure. Immunizations are provided for:
 - a. Hepatitis B
 - b. Measles, Mumps and Rubella
 - c. Varicella
 - d. Tetanus-Diphtheria-Pertussis (Tdap)
 - e. Seasonal Influenza

2. POLICY

- 2.1. The Santa Barbara County Psychiatric Health Facility (PHF) requires all employees deemed at risk for occupational exposure and have direct contact with patients and/or patient care areas to provide documentation of immunization records.
- 2.2. If immunization records are unavailable, laboratory titer testing will be conducted to determine the employee's immunity status. Employees with inadequate immunity results will be offered vaccinations at no cost.
- 2.3. If an employee declines to be have titer testing or vaccinated, a declination form must be completed and retained in the employee's Human Resources medical file.
- 2.4. Employees that are noncompliant with submitting immunization records, titer results or other related documentation may be subject to disciplinary action.

2.5. Contracted staff and vendors are required to provide immunization records or titer results and will be offered vaccinations as needed. A declination form must be completed if contracted staff and vendors do not submit proof of immunity or decline vaccinations.

3. NEW HIRE EMPLOYEES

3.1. The county-designated occupational health provider will obtain the required immunization records from the new employee as part of the pre-employment process prior to the first day of employment.

3.2. It is the responsibility of the new employee to either submit records to Human Resources or bring all necessary immunizations or titer results documenting immunity to the occupational health provider prior to their first date of employment. New employees with no documented immunization records or have titer test results with inadequate immunity will be offered vaccinations.

3.3. The PHF Nursing Supervisor will review the immunization documentation and work with Human Resources to ensure the employee obtains the vaccinations or completes the declination forms. Human Resources will notify the Nursing Supervisor of any missing documentation.

4. CURRENT OR TRANSFERRING EMPLOYEES

4.1. Employees hired prior to this policy or employees transferring into positions deemed at risk for occupational exposure must provide documented immunization records. Supervisors will be responsible for ensuring employees submit immunization records to Human Resources for record keeping.

4.2. If documentation is not available, laboratory immune titers (if appropriate) will be conducted and vaccines will be provided by the County-approved local health care provider if appropriate. Titer results and/or updated immunization records will be sent to the employee and the Infection Control Designee. The Infection Control Designee will review titer results and/or updated immunization records and follow up with the employee as necessary.

4.3. Employees with inadequate immunity results to any of the conditions listed in this policy will be offered vaccinations by the County-approved local health care provider. Employees will have thirty (30) days to obtain any vaccinations or submit a declination form.

5. SEASONAL INFLUENZA

- 5.1. Annually, seasonal influenza vaccines will be provided to employees. Dependent upon the arrival of influenza vaccine shipments, employees will be notified of the dates when the vaccine is available.
- 5.2. Employees that decline the influenza vaccination must complete the Influenza Vaccination Declination Form.
- a. During flu season (October 1 through March 31), PHF employees that declined the influenza vaccination will be offered and provided medical face masks to wear while on duty. However, a mandate by the Santa Barbara County's Health Officer to don medical masks during flu season will supersede this policy.

6. TUBERCULOSIS TESTING

- 6.1. Tuberculosis testing and clearance is required for all employees at the time of hire and at least annually thereafter. Testing will be provided to employees at no cost. Records of testing and clearance will be maintained by the PHF Nursing Supervisor.

ASSISTANCE

Charlotte Balzer-Gott, RN, PHF Nursing Supervisor

REFERENCE

Code of Federal Regulations
Title 42, Section 482.42

California Code of Regulations
Title 8, Section 5199(h)(5)

REVISION RECORD

DATE	VERSION	REVISION DESCRIPTION
9/12/16	1.1	<ul style="list-style-type: none"> Removed PHF influenza medical mask requirement. Staff will be offered and provided masks to wear while on duty. A mandate issued from the county's Health Officer to get a flu vaccine or wear a medical mask will supersede this policy.

Culturally and Linguistically Competent Policies

The Department of Behavioral Wellness is committed to the tenets of cultural competency and understands that culturally and linguistically appropriate services are respectful of and responsive to the health beliefs, practices and needs of diverse individuals. All policies and procedures are intended to reflect the integration of diversity and cultural literacy throughout the Department. To the fullest extent possible, information, services and treatments will be provided (in verbal and/or written form) in the individual's preferred language or mode of communication (i.e. assistive devices for blind/deaf).