

Policy In Effect: July 09, 2021

Scope

This interim policy applies to every employee, prospective employee, third party personnel providing direct support, Host Family and Respite service provider, volunteer, and student.

Purpose

Christian Horizons is dedicated to ensuring the health and safety of the people who use our services and the people who provide these services (see 'scope' above). This policy intends to help Christian Horizons create a safe living and work environment for all.

Christian Horizons aims to:

- Protect the people who use Christian Horizons' services and the people who provide the services against asymptomatic and symptomatic cases of COVID-19, and
- Inform the people who use Christian Horizons' services and the people who provide the services of their immunization options and the potential impacts of non-immunization.

The COVID-19 pandemic has caused significant illness and death. In addition, individuals with certain pre-existing medical conditions are at a higher risk for more severe symptoms after contracting COVID-19.

Christian Horizons recommends that all people (see scope above) receive a vaccination. At the time this policy was published (July 8, 2021), vaccinations for the Developmental Services Sector have not been mandated. If and when the directive is given from the relevant regulatory bodies and / or our governments, Christian Horizons will adjust this policy to reflect the mandatory requirement of vaccination.

COVID-19 Vaccination

Multiple vaccines are available and approved for use in Canada. If needed, Christian Horizons will provide an employee paid time off to obtain the COVID-19 vaccine. Additionally, the COVID-19 vaccines may be available at onsite clinics within a Christian Horizons or community partner's location – in these circumstances, this is also considered paid time to receive the vaccine.

Recruitment of New Employees

Effective immediately, proof of the first dose of the COVID-19 vaccination will be required for all new employees before they can begin working at Christian Horizons.

Christian Horizons will not discriminate against applicants who express the need for accommodation due to medical, religious, or other Human Rights related reasons. The accommodation need must be substantiated with evidence reasonable under the circumstances, prior to hiring. Accommodation will be addressed as per the section below on a case-by-case basis.

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All applicants will be required to attest in their phone screen whether they have received the first dose or are fully vaccinated, in the process of vaccination, or have an accommodation need and have the substantiating documentation.

A conditionally hired employee will have one week from the date of offer to produce satisfactory proof of vaccination, failing which the offer will be withdrawn and the employee will not be hired.

No conditionally hired employee will be permitted to perform any work or take part in orientation until the condition has been satisfied.

Due to varied eligibility dates for vaccination in communities at this current time, and as an interim measure until January 1, 2022, employees with only one dose of the vaccine may be hired under the condition that they will obtain full vaccination by the end of their probationary period. An Employee who does not obtain their full vaccination by one week before the end of their probationary period will not pass probation and their employment with Christian Horizons will end.

Accommodation and Alternatives to Vaccination

Christian Horizons recognizes that people may decline vaccination for reasons related to disability, creed, or any other grounds protected by the *Human Rights Code*. In these instances, Christian Horizons reserves the right to ask for information to substantiate the grounds, as per our workplace accommodation process. Christian Horizons is committed to Human Rights accommodation up to the point of undue hardship where a person is unable to vaccinate for human rights-protected reasons. Such situations will be assessed on a case-by-case basis.

Employees, and Host Family and Respite service providers who choose not to be vaccinated and those who are accommodated due to medical reasons (medical contraindication to receiving the COVID-19 vaccine) or other protected grounds, or who are not fully vaccinated, will be required to comply with risk mitigation strategies reasonably necessary to prevent, respond to or alleviate the outbreak of COVID-19 in the workplace or amongst people who use our services.

Alternatives to vaccination may include, but not be limited to, one or a combination of the following:

- Enhanced Personal Protective Equipment;
- Reassignment as available: an employee may not be permitted to work with the people who use Christian Horizons' services (either those at high risk of susceptibility to COVID-19 or all people who use our services);
- Temporary remote work as available and appropriate for the role;
- Modifications to the work/service/support performed that still allow for completion of essential duties of the role;
- Temporary leave of absence;
- Ongoing education on how to be protected and protect others from COVID-19.

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Volunteers and Students

As above, if volunteers and students do not receive the COVID-19 vaccine, once it is available to them, for reasons unrelated to a protected ground under the *Human Rights Code*, the volunteer or student will be assigned to tasks that restrict their interactions with the people who use our services if such tasks are available. If such tasks are unavailable, unvaccinated volunteers and students will not be scheduled.

Record-Keeping

All records and data for vaccination status are stored in keeping with the applicable privacy legislation.

For people new to services, and for new employees, third party personnel providing direct support, Host Family and Respite service providers, volunteers, and students, proof of vaccination will be required at the beginning of their placement, employment, volunteer role, etc.

Review of Policy

This Policy will be reviewed and updated to reflect guidance and legislation from the relevant provincial governments, the federal government, Ministry of Health, the Public Health Agency of Canada, Public Health Ontario, Saskatchewan Health Authority, Local Health Units, as well as any other relevant government guidance, directives, or legislation.

This policy will remain in effect until such a time as regulatory bodies or governments deem COVID-19 is no longer a threat to the local community.