

COVID-19 Vaccination Policy Frequently Asked Questions

1. What is the definition of “fully vaccinated”?

“Fully vaccinated against COVID-19” means having received all the doses required for a COVID-19 vaccine approved in Canada (e.g., two doses of a two-dose vaccine, or one dose of a single-dose vaccine); and having received the final dose at least 14 days ago.

Individuals can download a copy of their vaccine receipt by visiting covid19.ontariohealth.ca

- Scroll to the bottom of the page and acknowledge that you have read and understood the terms of use;
- Enter the requested personal information and press “Continue”;
- Select “Continue” under the header: “Vaccination Receipts”; and
- Click “Download the Receipt” for the desired vaccination date.

If you have a **red and white health card**, call the Provincial Vaccine Booking Line at 1-833-943-3900. The Call centre agent can email you a copy of your receipt.

2. Are employee’s eligible for paid time off to receive their COVID-19 vaccination?

Woodview strongly recommends COVID-19 vaccination as a critical layer of protection for the health and safety of our clients, families, staff, students, and volunteers, recognizing that staff may have medical and / or human rights reasons for not being vaccinated. Woodview will provide paid time off to staff, up to a maximum of 3 hours total, to obtain the COVID-19 vaccination.

3. When will proof of vaccination (for vaccinated individuals) be required and rapid antigen testing (for non-vaccinated individuals) begin?

All staff are required to complete Schedule A – Vaccination Declaration Form by September 24th, 2021. Rapid antigen testing will begin the week of September 24th.

4. What is rapid antigen point-of-care testing?

“A rapid antigen point-of-care test (POCT) can be performed anywhere i.e. on-site, at the place of employment by a health professional or trained individual and does not require shipping a specimen to a lab for processing. It is currently administered through a nasopharyngeal swab, combined swabbing of throat and both nostrils, deep nasal swabbing (both nostrils) or anterior nasal swabbing (both nostrils) and takes approximately 15 minutes to yield results, depending on the specific test being used.”

5. Who needs to be tested?

At Woodview, all unvaccinated and partially vaccinated employees, contractors, students, and volunteers are required to be tested twice weekly.

6. Who will supply the rapid antigen point-of-care testing kits?

Woodview will supply all unvaccinated and partially vaccinated staff with a Panbio test kit which contains 25 rapid antigen tests that will be self-administered.

7. How can an individual access a test kit?

Test kits are available at Head Office (69 Flatt Road), the Brantford main office (643 Park Road North), and at the Manor (10-845 Rymal Road East). Irene will be in contact with unvaccinated and partially vaccinated staff to arrange for a pick up / drop off of a test kit.

8. What if an employee's test is positive?

"A positive result on a rapid antigen test is considered a preliminary positive and must be followed up with a laboratory-based PCR test to act as a confirmatory test as soon as possible (ideally within 48 hours). The individual who received a positive result on the rapid antigen screening test should isolate until the result of the lab-based PCR test is known.

9. Who will receive the results of the antigen testing?

Results of an individual's rapid antigen point-of-care test are to be submitted immediately upon completion twice weekly to covid@woodview.ca. Information will be tracked by Human Resources and will remain confidential.

10. Can vaccinated employees request a rapid antigen point-of-care test kit?

At this time, Woodview's supply of test kits is limited to unvaccinated and partially vaccinated staff that are subject to regular testing. A small supply of test kits will be held at each main location that may be administered to vaccinated staff in the event of an outbreak at a program location.

Rapid test kits should only be used on asymptomatic individuals for screening purposes only. Staff with symptoms or staff who have had been in contact with someone known to have COVID-19 within the past 14 days are ineligible for rapid testing and will need to book a PCR laboratory test at their local assessment centre.

11. Does an employee have to disclose their vaccination status to a client or other colleagues?

No, they do not. However, they may if they are comfortable to do so. The Agency will advise clients that we have a policy in place as set out by the Ministry to protect the public.

The following text can be shared with clients / families if staff are asked about their vaccination status:

“Woodview is committed to protecting the health and safety of our clients, families, staff, and stakeholders. Woodview has a COVID-19 vaccination policy in place for all staff, students, volunteers, and contractors that requires either proof of being fully vaccinated, proof of medical exemption, or proof of completion of an educational session. All unvaccinated and partially vaccinated staff, students, volunteers, and contractors are completing rapid testing twice weekly.”

12. What is the process for an individual who declines a vaccination based on a protected ground under the Ontario Human Rights Code?

An unvaccinated employee meeting the requirements for an accommodation based on protected grounds under the Ontario Human Rights Code would request an accommodation as per the COVID-19 Vaccination Policy. Any accommodations or requests for temporary or one-time situations that can be managed within the program can be agreed to by the employee and their manager. Any requests for longer-term or more complex issues, the employee must request an accommodation and proceed through our agency Accommodation process. Unvaccinated employees must undergo rapid antigen point-of-care testing twice weekly in accordance with the Rapid Antigen Testing Policy.

13. What is the process for an individual declining vaccination for a reason not protected under the Ontario Human Rights Code?

Along with completing a COVID-19 Education Program and undergoing rapid antigen point-of-care testing twice weekly, the employee will work with their Manager and the Employer will attempt to accommodate employees on an individual basis as per the Agency Accommodation Process.