



University  
of Windsor

<b>Policy Title:</b>	<b>COVID-19 Vaccination Policy</b>
<b>Date Established:</b>	<b>September 7, 2021</b>
<b>Office with Administrative Responsibility:</b>	<b>Human Resources (Health &amp; Safety)</b>
<b>Approved By:</b>	<b>President</b>
<b>Revision Date(s):</b>	<b>January 10, 2022</b>

**A. Purpose of Policy:**

- 1.0 The University of Windsor's top priority continues to be the health and safety of all our students, faculty and staff and the provision of a safe and healthy work and learning environment consistent with its legislative obligations. Since the beginning of the pandemic the University of Windsor's approach to planning has been for a safe and measured return to campus life and community, while also remaining flexible, so that we may be responsive to evolving public health guidance. The University has sought to do so by implementing health and safety protocols and policies based on the advice and recommendations from the provincial government, Ontario's Chief Medical Officer of Health (OCMOH), and the Windsor-Essex County Health Unit (WECHU).
- 2.0 The OCMOH has indicated that COVID-19 vaccination policies will be implemented in higher-risk settings such as post-secondary institutions.  
  
The Ministry of Colleges and Universities ("MCU") has issued the *Postsecondary Education Health Measures Framework* to support the continued health and safety of students, faculty, and staff. This Framework was developed in consultation with the Office of the Chief Medical Officer of Health (OCMOH) and includes a copy of Instructions from the OCMOH to postsecondary education (PSE) institutions requiring universities to establish, implement, and ensure compliance with a COVID-19 vaccination policy.
- 3.0 The Council of Ontario Medical Officers of Health has indicated that vaccination against COVID-19 is the single most effective public health measure to reduce the spread of COVID19.

4.0 The Council of Ontario Medical Officers of Health strongly recommends that:

(i) Full vaccination against COVID-19 be required for all individuals involved in any in-person activities on campus, including students, employees, and Visitors, with the rare exception of those individuals who cannot be vaccinated due to permitted exemptions (medical and other protected grounds under the Ontario Human Rights Code). Individuals are to be required to submit Proof of Vaccination.

(ii) All individuals who are unvaccinated due to approved accommodation or who are awaiting their second dose be required to adhere to additional health and safety measures, up to and including serial and frequent rapid testing.

(iii) Individuals involved in any in-person activities on campus, including students, employees, and Visitors, should be fully vaccinated as soon as operationally feasible.

**B. Scope of Policy:**

1.0 This Policy applies to all University of Windsor (“University”, “UWindsor”) employees, contractors, volunteers, students, and Visitors.

2.0 The University reserves the right to implement further health and safety measures, including, but not limited to, measures with respect to occupancy limitations, mandatory masking and/or physical distancing.

**C. Key Definitions:**

i. Campus(es)

Campus(es) means all University owned and operated spaces or leased and operated spaces, including but not limited to: offices; student residences; classrooms; labs; study spaces; libraries; event spaces, recreational facilities; dining halls; campus eateries; buildings; building entrances; loading docks; University vehicles; and outdoor areas, including locations where university sanctioned activities and research are conducted, including outdoor venues designated for varsity sporting events at UWindsor.

ii. Fully Vaccinated

A person is Fully Vaccinated if,

(a) they have received, (i) the full series of a COVID-19 vaccine authorized by Health Canada, or any combination of such vaccines,

(ii) one or two doses of a COVID-19 vaccine not authorized by Health Canada, followed by one dose of a COVID-19 mRNA vaccine authorized by Health Canada, or

(iii) three doses of a COVID-19 vaccine not authorized by Health Canada; and

(b) they received their final dose of the COVID-19 vaccine at least 14 days before providing the proof of being fully vaccinated.

iii. Proof of Vaccination

Proof of vaccination, in the form of an official dose administration receipt, of an individual's COVID-19 immunization date(s) issued by the government of the province, territory or country in which they were immunized. **Effective January 10, 2022, proof of vaccination must be in the form of an enhanced vaccine certificate (with an official QR code), for residents of Ontario.**

iv. Visitors

Visitors include but are not limited to: service providers; prospective students; parents of students; alumni; vendors; general contractors; performers; inspectors; and other individuals who are not employed by or who do not study at the University and who wish to access Campus(es). Visitors do not include children under 5 years of age until such time as they are able to be vaccinated.

Visiting student varsity athletes, coaches, and associated volunteers will be bound by the requirements of Ontario University Athletics (OUA) and their home institution.

**D. Policy:**

1.0 COVID-19 Vaccination Requirements

The COVID-19 Vaccination Requirements under this Policy shall be implemented as follows:

(i) Between September 7, 2021 and October 21, 2021, all employees, contractors, volunteers, and students who attend on Campus(es) must:

- a) provide proof of full vaccination against COVID-19; or
- b) apply for an exemption by providing a written document, completed and supplied by a physician or registered nurse in the extended class, that sets out: (i) a documented medical reason for not being fully vaccinated against COVID-19, and (ii) the effective time-period for the medical reason; or
- c) apply for an exemption on the ground of creed under the *Ontario Human Rights Code* and complete an educational session approved by the University about the benefits of COVID-19 vaccination.

All employees and students are required to complete their attestation of their COVID-19 vaccination status by October 7, 2021, regardless of their vaccination status or whether or not they are studying or working on Campus(es).

(ii) After **October 21, 2021**, employees, contractors, volunteers, and students will not be permitted to attend Campus(es) unless they:

(a) Are Fully Vaccinated and have provided Proof of Vaccination to the University as directed by the University; **or**

(b) Have been granted an exemption by the University **or** are awaiting a decision from the University with respect to an exemption request pursuant to section E 2.0 of this Policy; **and** comply with the rapid antigen testing requirements set out in section E 1.0(iv) of this Policy.

Note: All employees, contractors, volunteers, and students must receive their second vaccine dose (or one dose of the Janssen vaccine) no later than October 7, 2021, in order to be Fully Vaccinated by October 21, 2021, and therefore permitted to continue to attend Campus(es) after October 21, 2021. The University may extend or amend dates as may be required on a case by case basis.

All students and volunteers attending clinical, agency, work or practicum placements will be required to adhere to the requirements set out in this Policy and the relevant Faculty, in addition to those established by the relevant clinical, agency, work or practicum placement.

(iii) All new employees whose first day of employment begins subsequent to October 21<sup>st</sup>, 2021 are required to complete their attestation of their COVID-19 vaccination status **within twenty (20) days** from their first day of employment, and all new students whose first day of classes are commencing in the Winter 2022 term are required to complete their attestation of their COVID-19 vaccination status by no later than **January 31, 2022**. Any exemption requests by new employees must be received **within fifteen (15) days** of the commencement of their employment and any exemption requests by new students must be received by no later than **January 24, 2022**.

(iv) All individuals who are required to participate in rapid antigen testing pursuant to sections E 1.0(i) and 1.0(ii) of this Policy must attend the University's Test Centre site(s) and receive two negative COVID-19 rapid antigen tests per seven-day period. The tests must be separated by a minimum of 72 hours (e.g., if first tested for the week on Monday at 12 p.m., the next test must occur Thursday at 12 p.m. or later in the same seven-day period). The first negative COVID-19 rapid antigen test, as part of this ongoing testing, must be taken within 72 hours before an individual will be permitted to attend Campus(es).

If there is a break of at least one week in an individual's attendance on Campus(es), the individual will need a negative COVID-19 rapid antigen test result within 72 hours prior to the individual returning to Campus and recommencing the series of ongoing testing. The University will only accept self-administered tests done under supervision at the University's Test Centre site. If an individual is approved for off-Campus testing, the testing shall be performed by a third-party licensed pharmacist/practitioner approved by the University, who shall administer the test and submit the testing results directly to the University. Any off-Campus self-administered test results will not be accepted.

If an individual has tested positive for COVID-19 in the past 90 days, rapid antigen testing is not recommended. In this instance, the individual shall provide proof of a positive COVID-19 result in the past 90 days. Once the 90-day period has passed, the individual will be required to complete regular rapid antigen testing unless they have become fully vaccinated during that time. The individual will be required to undergo a PCR test at the Windsor Regional Hospital COVID-19 Assessment Centre and will not be permitted to return to Campus(es) until the individual has provided proof of a negative PCR test to the University.

(v) For clarity, all employees, contractors, volunteers, and students who have been granted an exemption **or** are awaiting a decision with respect to an exemption request pursuant to section E 2.0 of this Policy **or** are awaiting their second dose of a two-dose COVID-19 vaccine series, or have received their second dose of a two-dose COVID-19 vaccine series within the last 14 days, or have not yet attested and remain within the required timelines to do so pursuant to section D 1.0 (iii), must participate in rapid antigen testing as set out in section E 1.0(iv) of this Policy.

Exemption requests will only be considered for employees, contractors, volunteers, and students. All Visitors to Campus(es) must provide proof of Full Vaccination.

## 2.0 Request for Exemption

Employees, contractors, volunteers, and students who cannot be Fully Vaccinated because of a medical condition or creed under the *Ontario Human Rights Code* may request an exemption pursuant to the timelines outlined in Section 1.0 of the Policy.. An individual who is awaiting a decision with respect to an exemption request must comply with the testing requirements under Section E 1.0(iv) of this Policy.

Employees, volunteers and contractors requests for exemption must be directed to Human Resources at [hrvaccine@uwindsor.ca](mailto:hrvaccine@uwindsor.ca). Student requests for exemption must be directed to [vaxinfo@uwindsor.ca](mailto:vaxinfo@uwindsor.ca). Individuals requesting an exemption will be required to complete a form and provide supporting medical or other relevant documentation requested by the University (see [Appendix A](#)). **There is no exemption request process for frequent rapid antigen testing requirements.**

## 3.0 Contravention of this Policy

The University reserves the right to take action with respect to any individual who breaches this Policy, including any individual who submits false information to the University under this Policy, or otherwise fails to comply with the University's mandatory vaccination requirements.

## 4.0 Privacy Legislation

Personal information will be collected, used, and stored under the authority of the *University of Windsor Act* and in accordance with *the Freedom of Information and Protection of Privacy Act*, R.S.O. 1990, c. F.31 and *the Personal Health Information and Protection Act*, 2004, S.O. 2004, c. 3, Sch. A, as applicable. This information will be used: to determine and address whether there has been a breach of this Policy; whether an individual qualifies for an exemption; whether an

individual is permitted to attend on Campus(es) as set out above; and to address health and safety concerns on Campus(es), including whether additional or enhanced safety protocols are necessary in the event of an outbreak or otherwise.

Personal information will be retained for a period of five years or as otherwise required by law. If an outbreak of COVID-19 takes place, your personal information may be disclosed to the Windsor-Essex County Health Unit or other applicable Public Health Unit to assist with contact tracing efforts.

#### **E. Duration, Review and Modification of the Policy**

This Policy is effective September 7, 2021 and will be reviewed and modified by the University as appropriate to ensure that its provisions comply with legislation and public health guidance.

#### **F. Appendices**

Appendix A – [Exemption Request Forms](#)

#### **G. Relevant Legislation, Statements, Guidelines, Policies, and Procedures**

[University of Windsor Notice of Disclosure Confidentiality and Use of Personal Information \(FIPPA\)](#)

[University of Windsor COVID-19 Safety Plan](#)

[University of Windsor COVID-19 Self-Assessment Questionnaire](#)

[University of Windsor Non-Medical Mask Policy](#)

[University of Windsor Health and Safety Policy Statement](#)

[University of Windsor Human Rights Policy](#)