

OREGON STATE HOSPITAL

POLICY

SECTION 2: Administration **POLICY: 2.017**

SUBJECT: Influenza Prevention

POINT PERSON: Director of Infection Prevention

APPROVED: Dolores Matteucci

DATE: MAY 30, 2023

Superintendent

SELECT ONE: ☐ New policy

☒ Minor/technical revision of existing policy

☐ Reaffirmation of existing policy

☐ Major revision of existing policy

I. PURPOSE AND APPLICABILITY

- A. This policy establishes requirements and procedures for influenza prevention at Oregon State Hospital (OSH).
- B. This policy applies to all staff.

II. POLICY

- A. OSH is committed to the protection of patients, staff, families, and visitors from seasonal influenza by maximizing vaccination rates and implementing other protective measures.
- B. All staff who work on OSH grounds for at least eight hours per year between October 1 and March 31, must do one of the following before March 31 each year:
 - 1. Submit documentation of receiving influenza immunization for the current influenza season to the OSH Infection Prevention department,
 - 2. Receive an annual influenza immunization at a Public Employee Benefits Board (PEBB) clinic or from Infection Prevention, or
 - 3. Complete and submit the influenza immunization declination electronic form.
- C. Staff may submit proof of vaccination, receive vaccination, or decline vaccination, per Procedures A.
- D. Staff beginning service must be compliant with this policy prior to completion of New Employee Orientation (NEO) or initiation of regularly assigned job duties.

- E. All staff must complete annual influenza training per OSH policy 9.002, "Training for Staff," regardless of whether they receive or decline an influenza immunization.
- F. The Superintendent, Chief Medical Officer (CMO), Chief of Medicine, or their designee may enact a "mask-on" directive in accordance with Procedures B.
- G. Oregon State Hospital (OSH) follows all applicable regulations, including federal and state statutes and rules; Oregon Department of Administrative Services (DAS), Shared Services, and Oregon Health Authority (OHA) policies; and relevant accreditation standards. Such regulations supersede the provisions of this policy unless this policy is more restrictive.
- H. Staff who fail to comply with this policy or related policy attachments or protocols may be subject to disciplinary action, up to and including dismissal.

III. DEFINITIONS

- A. "Employee" for the purposes of this policy means any person who receives a paycheck from OSH.
- B. "Influenza season" for the purposes of this policy means October 1 through March 31 of every year unless otherwise defined by parameters set by the Oregon Public Health Department.
- C. "Masks-on" means a declaration made by the Superintendent, Chief Medical Officer (CMO), Chief of Medicine, or their designee that non-influenza immunized staff must wear masks.
- D. "OSH grounds" for the purposes of this policy means Salem or Junction City OSH campuses.
- E. "Patient care area" is as defined in OSH policy 5.017, "Dress Code for Staff." Patient care area for the purposes of this policy means any portion of the facility wherein a patient is intended to be examined or treated.
- F. "Staff" includes employees, volunteers, trainees, interns, contractors, vendors, and other state employees assigned to work at Oregon State Hospital (OSH).
- G. "Vaccine information statement (VIS)" is a document that explains the benefits and risks of a specific vaccine to a recipient.

IV. PROCEDURES

- Procedures A Influenza Immunization
- Procedures B Mask-On Directives

V. ATTACHMENTS

VI. RELATED OSH POLICIES AND PROTOCOLS

8.031 Personal Protective Equipment

9.002 Training for Staff

VII. REFERENCES

Division of Healthcare Quality Promotion. The national healthcare safety network (NHSN) manual: Healthcare personnel safety component protocol: Healthcare personnel vaccination module: Influenza vaccination summary. Retrieved from <http://www.cdc.gov/nhsn/PDFs/HPS-manual/vaccination/HPS-flu-vaccine-protocol.pdf>

Oregon Administrative Rule §§ 409-030-0100 — 409-030-0250.