

Dear Staff:

On August 6th, Governor Phil Murphy signed Executive Order 252 which mandates that healthcare facilities must institute new policies that ensure onsite employees have either received the COVID-19 vaccine OR those that remain unvaccinated or partially vaccinated (only 1 shot of the Pfizer or Moderna vaccine) must undergo testing at least once per week. Due to this Executive Order, AMI and AMI-AtlantiCare will require employees to demonstrate proof of vaccination or submit to weekly testing starting on September 7, 2021. We will continue to monitor guidance issued by Governor Murphy, NJDOH, CDC, and joint venture partners; we will adjust to comply with regulations impacting AMI & AMI-AtlantiCare facilities.

Effective September 7, 2021

Staff will be required to comply with the following based on vaccination status:

Fully Vaccinated

Must submit proof of COVID-19 vaccination (Moderna, Pfizer, or Johnson & Johnson) through the process for "Submitting Proof of Vaccination" listed below. This process has changed from our previous reporting process, please follow the new process when submitting proof of vaccination. Vaccination information must be provided by Tuesday, August 24 or you may be included in the unvaccinated group requiring weekly testing.

NOTE: If you have already submitted your vaccination information you do NOT need to resubmit.

Partially Vaccinated

Comply with weekly testing until two weeks after the last vaccine is administered. Submit results as per the process for "Submitting Testing Results" listed below.

For those who have received only 1 Moderna or Pfizer vaccine shot, they must get their second shot to be considered fully vaccinated.

Submit proof of vaccination once full vaccination is completed. See process for "Submitting Proof of Vaccination".

Unvaccinated

Comply with weekly testing as per the "Testing Process" listed below.

Submit results as per process for "Submitting Testing Results" listed below.

This will be an ongoing process unless vaccination status changes.

Testing Process:

Staff must have weekly testing completed each week outside of scheduled work hours, at an outside facility. Tests administered at home will not be accepted.

Locate a testing site near you: <https://covid19.nj.gov/pages/testing#test-sites>

NOTE: Testing may be at a cost to employees. Please check with the facility if they offer free testing. Insurance will only cover testing in certain circumstances. This is a new mandate and we do not know at this time how insurance providers will respond to increased testing.

Results must be submitted by the Wednesday before the start of the next work week. Unvaccinated or partially vaccinated employees who do not meet this, will not be able to report to work on that following Monday, and will be required to utilize unplanned PTO for absences.

Note: Results may take 2-3 days to be received. Please speak with your testing site regarding their process for communicating results to ensure you will receive and be able to submit your results by Wednesday each week.

If you are on vacation the week following a Wednesday, then testing will not need to be submitted for that week. You will however need to submit results prior to your return.

Weekly results must be negative, reviewed and cleared by AMI in order to work. You should contact your direct supervisor and Employee Health immediately if you receive a positive or inconclusive result.

You and your manager will receive confirmation/approval of your eligibility for your scheduled shift for the following week.

Failure to comply with testing will result in further disciplinary action up to and including termination.

Submitting Testing Results:

Results must be submitted using this link:

<https://forms.office.com/Pages/ResponsePage.aspx?id=r8wgUIELLE-kSivH1hgetBC-te9sgJpJuvUFSfXn6QdUODBIQONUSVZaVUNFMFFDQTc3N1dONUdHNY4u>

You must include your name, date of test, result, & attach a copy of the result.

A QR code will also be sent in a separate email to those that must submit testing results.

Submitting Proof of Vaccination: (CHANGE)

Vaccination Reporting

Please immediately submit a copy of your COVID-19 Vaccination card to the following email address: covidvacc@aminj.com

Please include in the subject line "COVID-19 vaccination card"

Religious & Medical Exemptions:

Will not be required to be submitted at this time as vaccinations are not currently required.

Resources:

Executive Order 252: <https://www.nj.gov/governor/news/news/562021/20210806d.shtml>