

	Title: COVID Vaccination Policy	Policy # POL-809
Prepared By:	Preparer's Name/Title Victoria Retasket/Dean of Academics and Darcilynn Bob/Human Resources Director	Date Prepared: 05/27/2021
Approved By:	College President's Signature	Date Approved: 07/07/2021
Effective Date: 07/07/2021	Board of Trustees President's Signature	Date Approved: 07/07/2021

809.1 POLICY STATEMENT

In accordance with Northwest Indian College's duty to provide and maintain a campus that is free of known hazards, we are adopting this policy to safeguard the health of our Board of Trustees (BOT), faculty, staff, contractors, students, and their families; our customers and visitors; and the community at large from the infectious disease, SARS-CoV-2 (COVID-19), the effects of which may be reduced by a vaccine. This policy will comply with all applicable laws and is based on guidance from the Centers for Disease Control and Prevention and local and tribal health authorities, as applicable.

All BOT, faculty, staff, contractors, and students who are on-campus are required to receive the SARS-CoV-2 vaccine ("COVID-19 vaccine"). For so long as the COVID-19 vaccines are authorized for emergency use only and are not yet approved by the U.S. Food & Drug Administration (FDA), BOT, faculty, staff, contractors and students may comply with this policy by affirmatively opting-out of COVID-19 vaccination by submitting a Personal Declination Form.

Participation Requirement during Emergency Use Authorization Period

For so long as the COVID-19 vaccines are authorized for emergency use and not approved by the FDA, NWIC BOT, faculty, staff, contractors and students will be required to comply with the COVID-19 Vaccination Program by completing one the following steps:

- Receive vaccination when eligible.
- Provide written documentation of vaccination from an external healthcare facility or clinic (e.g., at a private health care provider's office or during a vaccine event).
- Personal Declination: Formally decline the vaccine by submitting a Personal Declination Form in JICS. Individuals submitting a Personal Declination Form may opt to receive the vaccine in the future. All unvaccinated individuals must follow protections recommended by the CDC and other applicable jurisdictions including wearing masks and maintaining social distances.

FDA-issued Approval

If/when the FDA issues approval of **at least one of** the COVID-19 vaccines, previously submitted Personal Declination Forms will no longer be valid. All BOT, faculty, staff, contractors, and students eligible to receive an FDA-approved vaccine will be required to receive such vaccine if approved for safe

use in order to access NWIC campuses and premises or participate in any in-person College programs or activities.

Any BOT, faculty, staff, contractor or student who is unable to receive an FDA approved COVID-19 vaccine shall request an exception to this policy, due to following:

- a disability or the recommendation of a health care provider that the individual not receive the vaccine, or,
- sincerely-held religious practice, belief, or observance

Updated participation requirement details will be announced following FDA approval. A person who is granted an exception may be required to use additional personal protective equipment or take other actions such as participation in ongoing testing as directed by the College for the health and safety of the NWIC community.

The vaccine will be available, per local health authorities' guidelines and pending availability, at no charge, to all NWIC BOT, faculty, staff, contractors, and students who are regularly on-campus.

Policy Participation Requirement Following FDA Approval

Upon FDA approval of any one of the COVID-19 vaccines, NWIC will review this policy, and all Personal Declination Forms previously submitted will no longer be sufficient to comply with this policy. Following FDA approval, the College will announce details for completing the to-be-determined Participation Requirement along with appropriate Disability and Religious Exception Forms.

809.2 PURPOSE

The purpose of the NWIC COVID-19 Vaccination Policy is to protect and support the health and safety of the NWIC Community including the College's BOT, faculty, staff, students, contractors, and guests.

809.3 SCOPE

All NWIC BOT, faculty, staff, contractors, or students that are on any NWIC campus, are required to receive Covid-19 vaccine as determined by Northwest Indian College, unless a reasonable accommodation or other exemption described in this policy is approved.

809.4 BACKGROUND

Northwest Indian College believes that public health and safety is a responsibility that we all share and choosing to be vaccinated is how we take care of one another and our broader community. One of the values of Northwest Indian College is Leng-e-sot: We take care of ourselves, watch out for ourselves and love and take care of one another.

809.5 POLICY

Program Enforcement

Any NWIC BOT, faculty, staff, contractor, or student who fails to comply with this policy (whether through vaccination or by submitting a Personal Declination Form, Disability Exemption Form, or Religious Exemption Form and following protection protocol for unvaccinated individuals, as applicable) by the established deadline will be unable to be on-site in any capacity. To the extent permitted under federal, state, and tribal law, any unvaccinated person must use additional personal protective equipment or take other actions such as participation in ongoing testing as directed by the College to mitigate risk to employees and students whenever they are on-site at an NWIC location.

Employees not in compliance with this policy will be placed on leave without pay until their work schedule is determined by the human resources department or appropriate supervisor.

Students not in compliance with this policy will be not be granted permission to elect in on-campus activities. This includes but is not limited to in-class instruction, work study/intern participation, access to campus services or departments, NWIC sponsored travel, etc. Any participation in off-campus activities such as internships must also follow the policies and restrictions of the assigned site.

Method of submission

During the Emergency Use Authorization Period, NWIC BOT, faculty, staff, and students must comply with this policy by completing one of the following:

- Upload COVID-19 vaccination administration documentation through the JICS portal.
- Personal Declination Form (sample enclosed and [click here for fillable PDF](#)): must be completed by the BOT, faculty, staff, contractor or student (or parent/guardian if employee or student is less than 18 years of age).

Following FDA Approval of any vaccine, participation requirement details will be announced. Disability and or health recommendation and Religious Exemption form will be required if applicable.

809.6 RESPONSIBILITY

Human Resources Director and Dean of Students are active members of the Emergency Management Team. NWIC employees please direct any questions regarding this policy to the Human Resources department. NWIC students please direct any questions to the Dean of Students.

809.7 DEFINITIONS

On Campus

For purposes of this policy, a location is considered on-campus if it takes place within NWICs Clery geography, as defined in the Annual Security & Fire Safety Report issued by Center for Student Success. This includes, but is not limited to NWIC Lummi campus, all extended campus locations, Kwina Village Apartments, and the NWIC Residence Life Center.

Emergency Use Authorization Period

The period which the COVID-19 vaccines are authorized for emergency use by the FDA, but prior to approval by the FDA.

NWIC Clery Geography

Any building or property owned or controlled by Northwest Indian College within the same reasonably contiguous geographic area and used by NWIC in direct support of, or in a manner related to, NWIC's educational purposes, including residence halls; and any building or property that is within or reasonably contiguous to paragraph (1) of this definition, that is owned by NWIC but controlled by another person, is frequently used by students, and supports NWIC's purposes (such as a food or other retail vendor).

809.8 RELATED INFORMATION

- Presidents Announcement
- Procedure Process

809.9 REVIEW DATE

Review monthly by the Emergency Management Team until further notice.

5 year review 07/02/2026