

VACCINE EXEMPTION FLOW CHART – SUMMARY GUIDELINES

Health- Related Exemption

Employee provides completed request form & Healthcare Provider’s written support stating there exists a medical reason for granting the exemption.

YES

Exemption granted

NO

Exemption Denied

Religious Exemption

Exemption based on Sincerely held Religious Belief, Religious Observance, or Religious Practice

Employee provides completed request form with explanation that communicates there is a *conflict* between the job requirements and the employee’s religious beliefs and/or practices.

To qualify for exemption *conflict* must reflect a belief or practice that is based in a theistic belief (based on belief in a deity) OR non-theistic Moral or ethical belief as to what is right or wrong (comprehensive beliefs about life, purpose, and death). Not eligible for exemption are social, political, or economic philosophies or personal preferences.

If an employer *has an objective basis for questioning either the religious nature or the sincerity of a particular belief, observance, or practice* employer may seek additional supporting information such as:

- Written materials describing the religious belief or practice.
- The employee's own firsthand explanation of sincerely held religious beliefs and practices.
- Oral statements or other documents from an individual describing his or her beliefs and practices, including information regarding when the individual embraced the belief or practice, as well as when, where and how he or she has adhered to the belief or practice.
- Oral statements or other documents from potential witnesses identified by an individual or an employer as having knowledge of whether the individual adheres or does not adhere to the belief or practice at issue (e.g., religious leader (if applicable), fellow adherents (if applicable), family, friends, neighbors, managers or co-workers who may have observed his or her past adherence or lack thereof, or discussed it with him or her).

Information provided establishes that employee’s motivation is religious:

Exemption Granted

OR

Information provided does not establish that employee’s motivation is religious but is a social, political, or economic philosophy:

Exemption Denied

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Excerpts from
the EEOC
compliance
guidelines.

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