



MEMORANDUM

TO: Covenant Woods Employees
FROM: Thom Wright, President & CEO
RE: Covid-19 Vaccine Requirement for Employees - **Update**
DATE: August 25, 2021

On August 23, the FDA officially approved the COVID-19 vaccine for general use by healthcare practitioners and retailers such as CVS and Walgreens. This is an important milestone for any medication or vaccine that has been reviewed by the FDA under its strict guidelines and rigorous protocol related to outcomes. In this instance, the vaccine has been deemed safe *and* effective.

In Covenant Wood's planning process for mandating the vaccine for employees, final FDA approval was an anticipated critical event and an important endorsement.

To help employees comply with the vaccination mandate (fully vaccinated by October 15th), Covenant Woods will host an on-site COVID *vaccination clinic for employees and their family members 12 years and over*. The local health department will be on-site to administer the Pfizer vaccine, which has been granted full approval from the FDA for use in people ages 16 years and up. **The vaccine clinic will take place on Thursday, September 2nd from 7:00 a.m. to Noon in the MPR.** The second dose will be administered on Friday, September 24th.

Employees who would like to sign up for the on-site COVID clinic need to contact Shavonta McKeever, Clinic Nurse, at 804-569-8705 or shavonta.mckeever@covenantwoods.com. Vaccine information sheets and consent forms are available in the Clinic. To reduce wait times, all consent forms should be completed before you arrive to receive the vaccine. Please bring your insurance cards with you. Be prepared for the entire process to take at least 30 minutes including check-in, vaccination and the 15-minute monitoring period. Walk-ins are welcome the day of the clinic.

Any employees under the age of 18 will need to have a parent/guardian sign the consent form before the vaccine can be administered. Employees who have a parent/guardian sign the form in advance will not need an adult present to receive the vaccine.

Barbara Burkett, Epidemiologist, with the local health department will be here on Monday, August 30th at 2:30 p.m. in the MPR to offer a “Question and Answer” session for employees who have questions or concerns regarding the vaccine.

Employees may choose to get the Moderna or Johnson and Johnson vaccine, but must do so from a private provider. Employees who choose to get the vaccine from another provider should review the chart below to ensure full vaccination by October 15th.

Vaccine	Latest 1st Dose	2nd Dose	Immunity Period after final dose	End Date
Moderna	September 3 rd	October 1 st	14 Days	October 15 th
Pfizer	September 10 th	October 1 st	14 days	October 15 th
Johnson & Johnson	October 1 st	N/A	14 days	October 15 th

Please see Human Resources for more information on the exemption process. **All exemption requests are due by Friday, August 27th.**

Please feel free to contact me at thom.wright@covenantwoods.com or Carrie Davis, LNHA at CDavis@covenantwoods.com, should you have any questions.