



## Community Health Choice **Community Announcement**

### Keeping Community Safe Vaccination Campaign

Dear Community Family,

For more than 20 years, Community has committed to improving the health and well-being of every Texan. This overarching commitment extends to every employee working to make this possible. In accordance with our mission, we're excited to announce that we're kicking off our **Keeping Community Safe Vaccination Campaign**!

Click [HERE](#) to view a message from our President and CEO, Lisa Wright, about our newest campaign.

#### What You Need to Know:

- Effective today, **September 1<sup>st</sup>, 2021**, Community Health Choice will launch its **Keeping Community Safe Vaccination Campaign**. This campaign will set a policy into motion that will require all current and future full-time and part-time employees to receive a COVID-19 vaccine as an ongoing condition of employment. All contractors will need to reach out to their respective staffing agencies for information about their company's vaccination guidelines.
- More than half of our team has already taken the next step in protecting our Community by getting vaccinated against COVID-19. As a token of our appreciation for each employee's commitment to our mission, every full-time and part-time employee who receives the COVID-19 vaccine will receive a one-time **\$500** bonus. It is our hope that this incentive will push the remaining members of our team over the finish line toward a healthier and safer Community.

#### Important Dates and Deadlines:

- The **Keeping Community Safe Vaccination Campaign** launches on **Wednesday, September 1<sup>st</sup>, 2021**.
- The deadline to receive the first vaccine shot is **Friday, October 15<sup>th</sup>, 2021**.
- If applicable, the deadline to receive the second vaccine shot is **Friday, November 12<sup>th</sup>, 2021**.
- On **Monday, November 15<sup>th</sup>, 2021**, employees who have not met the requirements outlined in the policy will be put on a two-week, unpaid furlough.

- On **Monday, November 29<sup>th</sup>, 2021**, employees who have not met the requirements outlined in the policy will be subject to voluntary termination with Community Health Choice.

**How to Provide Proof of Vaccination:**

- Employees can receive their COVID-19 vaccine through Harris Health, or opt to get their vaccine through an outside provider.
- If an employee receives a COVID-19 vaccine through Harris Health, a record of vaccination will be kept on file. No further action is needed.
- If an employee receives their COVID-19 vaccine through a provider other than Harris Health, proof of vaccination must be submitted through the *ReadySet* app.
- If an employee has already submitted proof of vaccination through the *ReadySet* app, no further action is needed.

**Reasonable Accommodations Requests:**

- We recognize that there may be special circumstances that exempt an employee from the conditions of the policy and we have developed a procedure and guidelines to address reasonable accommodation requests.
- If an employee would like to submit a reasonable accommodation request, the request must be emailed to the Employee Relations office at [chcemployeerelations@communityhealthchoice.org](mailto:chcemployeerelations@communityhealthchoice.org) by no later than **September 17<sup>th</sup>, 2021**.

**Resources:**

Attached to this email, you will also find a FAQ guide on the campaign and instructions on how to submit proof of vaccination through the *ReadySet* app. If you have additional questions or concerns about the campaign or policy, please contact your immediate supervisor.

While this was not an easy decision to make, we strongly believe that it is a necessary step in preserving the health and well-being of every valued employee of our Community as we work to fulfill our mission. Thank you for your willingness to lend your talent, passion, and support during this transformational time. Together, we will continue to build a brighter, safer, and more sustainable future for Community.