ST. JOSEPH MERCY ANN ARBOR  
ST. JOSEPH MERCY LIVINGSTON

Medical Staff Multi-Hospital Policy NO. 125

<table>
<thead>
<tr>
<th>TITLE:</th>
<th>SEASONAL INFLUENZA VACCINATION REQUIREMENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Effective Date:</td>
<td>10/18/11</td>
</tr>
<tr>
<td>Revision Date(s):</td>
<td>1/20/16</td>
</tr>
</tbody>
</table>

**BACKGROUND**

System Physician Leadership Council requires a seasonal influenza vaccine for all Medical Staff and Advanced Practice Professionals who hold clinical privileges. This requirement is based on the scientific evidence that vaccinating health care providers will decrease the likelihood that we would serve as a source of infection for our patients and co-workers, as well as keeping our physicians well.

**PROCEDURE**

1. All privileged practitioners, Active and Associate members of the Medical Staff must obtain the seasonal influenza vaccine.

2. An exemption is available for individuals who are not able to receive the vaccine, e.g., medical contraindication. It is acknowledged that there may be reasons for individuals to be exempt from receiving the vaccine. The exemption form may be obtained through your Department Office/Chair, on the Infonet, in Employee Health Services (EHS) at Ann Arbor, or in Medical Staff Services at Livingston Hospital. The exemption form should be faxed or sent to the Credentials Department.

3. Practitioners must submit proof that the vaccine was received via the Influenza consent form that is faxed to the Credentials Department (Fax No. 734-712-0133).

4. Practitioners who come on staff October 1st through March 31st of the year must also provide written proof to the Credentials Department within one month of initial appointment. Practitioners privileged or appointed to the Medical Staff after March 31st would follow the normal annual procedure.

5. Each Medical Staff Department will be responsible for monitoring compliance with this requirement. This includes reminder notifications to department members until all members have completed the vaccine process and ensuring Credentialing Department tracking data are accurate.

6. If the flu vaccine is not received by the date specified in the communication provided regarding the annual requirement, the member will be notified via certified mail that clinical privileges will be automatically suspended from practicing at the hospital until the Medical Staff member complies with this policy. If the Medical Staff member fails to comply with this policy required within 90 days after being suspended the medical staff membership and clinical privileges will be terminated automatically per the bylaws.

**RESPONSIBILITY** - System Physician Leadership Council

**TJC FUNCTIONAL CHAPTER** - Medical Executive Committees