

Letter head

Date

Address

Address

**RE: Update to Vaccine Requirements – COVID-19 Vaccine Now Required**

Dear [Insert Name from Notice Provision]:

As you may be aware Trinity Health made the decision to require the COVID-19 Vaccine for its employees and for any students who plan to enter a Trinity Health facility as part of an educational experience. This requirement aligns with our Core Value of Safety which means Trinity Health will do what we are able to protect people. The safety of our patients and colleagues is very important and as such the following guidance is provided to assist with implementing procedures to ensure students who rotate through our premises are compliant with our policy requiring COVID-19 vaccination.

Similar to the flu vaccine, Trinity Health will permit students with an approved exemption to participate in educational offerings on our premises. These exemptions include both religious and medical exemptions. Just as with the flu vaccine exemption process we expect you, as the educational institution, to review and approve or deny those exemption requests for your students. In addition to these two categories of exemption we are also permitting a deferral for those women who are, or are attempting to become, pregnant. This deferral applies only to women and is not due to fertility concerns but is offered because women may be pregnant and not realize it for many weeks. This deferral is offered until the results of a study being conducted by the CDC on the vaccine and early pregnancy are published. It will be evaluated for continuation when those results are known.

In order to assist you with this process we are attaching the contents of the medical exemption document we are using for reference. Please consult with your legal counsel as to the form, process and standard you need to utilize for any exemption or deferral request.

Please let me know if you have any questions.

Sincerely,

Signature block