



## INFORMATION FOR EMPLOYERS EMPLOYEE VACCINATION PLANNING

[Michigan.gov/Coronavirus](https://Michigan.gov/Coronavirus)

Employers have a role in ensuring employees have the opportunity to be vaccinated, especially with eligibility open to all Michiganders aged 16 years and older. Vaccine distribution is a local function and will look different based on the needs of each community. **Employers should work with the local health department (LHD) to develop a vaccination program as outlined.**

### BENEFITS OF VACCINE PROGRAMS

- **Healthy workforce** by preventing the spread of COVID-19.
- **Reduced absenteeism** due to illness, doctor visits and quarantine. Fully vaccinated individuals are exempt from quarantine after being exposed to COVID-19 if they do not have symptoms.
- **Improved morale** among employees.

### POTENTIAL EMPLOYEE VACCINE PROGRAMS

PARTNER	OPPORTUNITIES	GET STARTED
<b>Local Health Department</b>	<ul style="list-style-type: none"><li>– Establish onsite vaccine clinic</li><li>– Register employees for an offsite clinic</li><li>– Employees may self-register for offsite vaccination</li></ul>	<ul style="list-style-type: none"><li>– Contact the LHD for support with vaccine clinics. Locate information about the LHD at <a href="https://Michigan.gov/COVIDVaccine">Michigan.gov/COVIDVaccine</a>.</li></ul>
<b>Occupational Health Programs</b>	<ul style="list-style-type: none"><li>– Use existing occupation health programs for your business to complete onsite administration of vaccines to employees. This is a great way to leverage resources and support employee vaccination.</li></ul>	<ul style="list-style-type: none"><li>– If the business is an enrolled COVID-19 Vaccine Provider, communicate with the LHD to arrange an allocation of vaccine as supply is available</li><li>– If the business not an enrolled provider, first <a href="#">register as a provider</a>. Then work with LHD to arrange an allocation of vaccine as supply is available.</li></ul>
<b>Local Pharmacies</b>	<ul style="list-style-type: none"><li>– Establish onsite vaccine clinic</li><li>– Register employees for an offsite clinic</li><li>– Employees may self-register for offsite vaccination</li></ul>	<ul style="list-style-type: none"><li>– Contact a local pharmacy enrolled in the <a href="#">Federal Retail Pharmacy Program</a> (e.g., Meijer, Rite Aid, CVS, Kroger, Snyders etc.) to make arrangements for an onsite or dedicated vaccination clinic for your employees</li></ul>
<b>Local Health Systems (Hospitals)</b>	<ul style="list-style-type: none"><li>– Establish onsite vaccine clinic</li><li>– Employees may self-register for offsite vaccination</li></ul>	<ul style="list-style-type: none"><li>– Contact the local health system to determine availability to support outside employee vaccination programs.</li></ul>

## DETERMINING VACCINE PROGRAM TYPE

Employers should consider whether a majority of workers would prefer a community clinic vs an employer-based clinic as well as the following factors:

ONSITE	OFFSITE
<ul style="list-style-type: none"><li>– Large number of workers</li><li>– Employers have predictable schedules</li><li>– Ample space for a clinic, including social distancing</li><li>– Ability to enroll as a vaccine provider and provide trained staff</li></ul>	<ul style="list-style-type: none"><li>– Small- to medium- sized</li><li>– Employees have unpredictable schedules</li><li>– Employees move frequently between job sites</li><li>– Limited resources</li></ul>

## EMPLOYER POLICIES

OSHA encourages employers to at minimum, provide information and training on the benefits and safety of vaccinations in [Protecting Workers: Guidance on Mitigating and Preventing the Spread of COVID-19 in the Workplace](#).

The CDC encourages [Workplace Vaccination Programs](#) including initiatives to:

- **Offer flexible, non-punitive sick leave options** (e.g., paid sick leave) for employees to be vaccinated and for employees with signs and symptoms after vaccination.
- **Allow time for vaccine confidence to grow.** Workers who are hesitant at first may become more confident after seeing coworkers get vaccinated.
- **Offer more than one opportunity for vaccination.** Mobile clinics can return to a worksite multiple times on a rotating schedule. Employers using community locations can provide supportive policies (e.g., paid leave, transportation support) for an extended period of time.
- **Build vaccine confidence.** Ask organizations and individuals who are respected in employee communities to help.

## EMPLOYEE EDUCATION RESOURCES

[Michigan.gov/COVIDVaccine](#) provides resources including:

- [Frequently asked questions](#)
- [How mRNA vaccines work](#)
- [How adenovirus vaccines work](#)
- [How COVID-19 vaccines are approved and developed](#)
- [COVID-19 Vaccine Prioritization Guidance](#)

[CDC.gov/COVIDVaccine](#)