

## RCUH COVID-19 ADVISORY #11 - AUGUST 6, 2021

### For Principal Investigators & RCUH Employees | Effective August 16, 2021 – Mandatory Vaccinations or Weekly Testing

This advisory, the eleventh in the series of RCUH advisories, provides guidance to PIs and RCUH employees relating to Governor David Ige's [Emergency Proclamation for Mandatory COVID-19 Vaccination or Weekly Testing](#).

#### August 5, 2021 Governor David Ige Emergency Proclamation ordering Mandatory COVID-19 Vaccinations or Weekly Testing for all State employees:

Effective August 16, 2021, all RCUH employees (e.g., all RCUH employee categories) working in Hawai'i, will be required to show proof that they are fully vaccinated for COVID-19, or be tested on a weekly basis (and show proof of a negative test). Any employee failing to provide a valid proof of vaccination or a negative test will not be allowed to work and may be subject to disciplinary action.

**Fully vaccinated** is defined as "two weeks have passed since an employee's second dose in a two-dose series (e.g., Pfizer or Moderna COVID-19 vaccines) or two weeks have passed since a single-dose vaccine (e.g., Johnson & Johnson COVID-19 vaccine)."

**Mandatory Testing** will be required for any employee not "fully vaccinated" by August 16, 2021. The proclamation states, "shall be subject to regular COVID-19 testing and may also be subject to restrictions on official travel." The testing will be either once or twice a week depending on the employee's job and work environment. Employees are encouraged to get their testing done at one of the free testing sites found on the COVID-19 State of Hawai'i Portal (<https://hawaiiicovid19.com/testing-isolation-quarantine/>). Employees not tested at a free testing site will be responsible for any testing costs.

#### Where will RCUH employees turn in their vaccination or testing records and who is responsible for authenticating and approving employees' documents?

The RCUH Human Resources Department will utilize the [Employee Self-Service \(ESS\) Portal](#) to accept employees' COVID-19 Vaccination Records and Test Results. The ESS is the employee's secure and confidential online personnel file. We are currently working on the details of how the ESS site will accept the employees' documents. Select staff of the RCUH Human Resources Department will be responsible for authenticating and approving the employees' vaccination or testing documents. More details will be issued in the coming days.

#### Administrative Time-off with Pay for COVID-19 Vaccinations

Up to two (2) hours of administrative leave with pay is authorized for any employee going for their vaccinations. Employees will be required to show proof of their vaccination to their Principal Investigator in order to qualify for this administrative leave with pay. The 2-hour administrative leave with pay is applicable to both doses of the 2-dose vaccinations. To find vaccination locations, you may call your personal physician or use the Vaccine Finder app (<https://www.vaccines.gov/search/>).

**ADDITIONAL GUIDANCE AND DETAILS WILL BE ISSUED IN THE COMING DAYS.**