

Annual Flu Vaccines – FAQ

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Annual Flu Vaccine Requirement

Q.1 Do I have to get a flu shot?

A.1 Yes, INTEGRIS Health requires all caregivers, physicians and volunteers to receive an annual flu vaccine to protect our patients, fellow caregivers and communities we serve. This requirement is documented in the Influenza Vaccination Program policy, [SYS-IP-0203](#).

Q.2 What do I have to do to be marked as compliant?

A.2 All caregivers, whether receiving the vaccine or filing for exemption, must complete the Seasonal Flu Vaccine Survey in [ReadySet](#). This is where you will indicate if you are receiving the flu shot or submitting an exemption request. After taking the survey, receive your flu shot and upload appropriate documentation as needed. Caregivers requesting an exemption should follow the exemption process, outlined in later questions.

Q.3 When do I have to get a flu shot?

A.3 Caregiver Health will provide updates on when flu shots are available to caregivers, typically in mid to late September each year. Caregivers then have until November 30 to get a shot and ensure documentation is uploaded in [ReadySet](#).

Q.4 Where can I get a flu shot?

A.4 Caregivers can receive a flu shot through Caregiver Health, either at the Caregiver Health clinic or at pop-up clinics offered at several INTEGRIS Health facilities during the fall. In addition, you can receive your flu shot anywhere they are offered, like a pharmacy or your primary care provider's office.

Q.5 Do I need to submit documentation of my flu shot?

A.5 Caregivers who receive their flu shot anywhere outside of Caregiver Health or a Caregiver Health pop-up clinic need to submit documentation of their flu shot into [ReadySet](#). If you receive your shot at an INTEGRIS Health primary care clinic or pharmacy, you need to upload documentation.

Q.6 How do I submit documentation of my flu shot?

A.6 In [ReadySet](#), you'll upload documentation in the Documents section under MyHealth on the left-hand side of your home screen. Follow [these instructions](#) for a step-by-step guide.

Q.7 What kind of documentation is accepted?

A.7 Documentation should clearly include the caregiver's name and proof of flu vaccination. Accepted documents include: official flu shot record, immunization records, state immunization registry or a screenshot/PDF from your patient portal listing the vaccine.

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Q.8 What happens if I don't get my flu shot?

A.8 Caregivers who do not meet the flu vaccine deadline by getting a shot or an approved exemption are removed from work duties and placed on unpaid leave until they are compliant. Caregivers who are not compliant within 30 days of the deadline each year may be subject to further disciplinary action, up to and including termination of employment. In addition, caregivers who are not compliant by the deadline lose merit and, if applicable, incentive opportunities.

Q.9 If I am a volunteer, do I need to get a flu shot?

A.9 Yes, volunteers need to receive a flu shot. If they do not, they could be excluded from volunteering at all INTEGRIS Health facilities.

Q.10 If I work remote, do I need to get an annual flu shot?

A.10 Caregivers who work remotely 100% of the time and do not report to any INTEGRIS Health location pose a limited risk of exposure and are not required to get a flu shot. However, they still need to inform Caregiver Health by filing a remote exemption request in ReadySet.

Q.11 If I am a hybrid caregiver, do I need to get an annual flu shot?

A.11 Yes, caregivers who work hybrid roles or occasionally report to an INTEGRIS Health location must receive a flu shot or get an approved medical/religious exemption.

Exemption Process

Q.12 Who can request an exemption to the annual flu shot requirement?

A.12 Caregivers who have valid medical or religious reasons for not receiving a flu shot can submit for an exemption to remain in compliance with INTEGRIS Health policy. Additionally, caregivers who work 100% remotely can request an exemption.

Q.13 How do I request an exemption?

A.13 Caregivers seeking an exemption must take the Seasonal Flu Vaccine Survey in [ReadySet](#), selecting that they are seeking an exemption. If they are seeking a religious exemption, caregivers will continue filling out their reasoning in the survey. Medical exemptions do require additional documentation be filled out and uploaded. Failure to submit documentation or fill out the correct information could result in your exemption being denied.

Q.14 Where can I find the medical exemption form?

A.14 The medical exemption form is linked in the Seasonal Flu Vaccine Survey in [ReadySet](#). You will need to be logged into the INTEGRIS Health network to access the form. You can also find it on the [Caregiver Health website](#).

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Q.15 If I am seeking an exemption, what is the deadline?

A.15 Exemption requests must be received by November 15. This will allow Caregiver Health enough time to process, review and approve or deny the exemption before the flu compliance November 30 deadline.