



Parent Policy	Communicable Diseases
Policy Administrator(s)	VP People and Planning
SOP Owner	Manager, Health and Safety
Effective Date	February 1, 2022

First Approved	Last Major Revision Effective	Last Reviewed
February 1, 2022	–	–

Communicable Disease Vaccination

Purpose: The purpose of this SOP is to protect the Health and Safety of Members of the College Community by mitigating the threat of Communicable Diseases in Lethbridge College's work and learning environments. This procedure explains the procedures that will be followed in the event that the college implements a mandatory vaccination requirement for a Communicable Disease as well as the procedures for those who wish to request an accommodation based on protected grounds under the *Alberta Human Rights Act*.

Scope and limits: This SOP applies to All Members of the College Community in all Lethbridge College work and learning environments and college-sponsored activities and events.

Members of the College Community participating in work or learning activities that are conducted under the auspices of external agencies or partners (i.e., practicum sites, clinical or work-integrated learning placement organizations) may be required to comply with the policies, procedures and processes established by those organizations related to vaccinations.



*Defined terms are capitalized throughout this SOP.
Refer to the [parent policy](#) and the [Policy Framework](#) for definitions.*

Definitions in addition to those in the [parent policy](#):

Hazard means a situation, condition or thing that may be dangerous to health and safety.

Other References in addition to those in the [parent policy](#):

Vaccine Accommodation Request Form

STANDARD OPERATING PROCEDURE

Vaccination Requirement

1. To protect the Health and Safety of Members of the College Community from a Communicable Disease, the college may implement a mandatory vaccination requirement.
2. When a mandatory vaccination requirement is determined to be the most effective means of eliminating Hazards related to a Communicable Disease, Members of the College Community will be required to disclose their vaccination status and/or provide substantiating documentation before attending a Lethbridge College campus or activity.
3. The college may, at its discretion, implement alternative programs for Members of the College Community that are not fully vaccinated or have not disclosed their vaccination status (i.e., providing proof of a negative result for the Communicable Disease).

Accommodation Requests

4. Lethbridge College recognizes its duties and responsibilities under the Alberta Human Rights Act and will consider requests for exemptions and reasonable accommodations from the requirements of this SOP to the point of undue hardship.
5. The college will balance its duty to accommodate against its obligations to protect the Health and Safety of Members of the College Community. Requests for Accommodations because of a Protected Ground should be submitted to Occupational Health and Safety.
6. Accommodation requests will be reviewed on a case-by-case basis. Members of the College Community may be required to provide reasonable documentation to support their request before their request can be processed.
7. Approved Accommodations and exemptions will remain in effect for the time period specified by Lethbridge College. Upon expiry, individuals are responsible to request an extension to the existing Accommodation or exemption, requesting a new Accommodation or exemption or providing proof of Full Vaccination within a reasonable time frame.
8. If an Accommodation or exemption request is denied, the Member of the College Community must provide proof of Full Vaccination within a reasonable time frame.

Prevention of Harassment, Bullying or Discrimination

9. Lethbridge College will not tolerate harassment, bullying or discrimination of any type against individuals based on their vaccination status, compliance with this SOP or for any other reason. Individuals that observe or experience incidents of harassment, bullying or discrimination are encouraged to report them in accordance with the applicable Lethbridge College Policy (i.e. [Student Rights and Code of Conduct](#) for Students, Respectful Campus for Employees).

Privacy and Confidentiality

10. All information collected in relation to this SOP will be confidential and will be collected, used and disclosed in accordance with the *Alberta Freedom of Information and Protection of Privacy (FOIP) Act* and, where applicable, the *Alberta Health Information Act (HIA)*.

11. Records related to this procedure will be held by Occupational Health and Safety in accordance with the [Records Management Policy](#).

Non-Compliance

12. Members of the College Community that fail to comply with this SOP or make false attestations related to their vaccination status may be subject to administrative or disciplinary action, up to and including termination (for Employees) and being de-registered from classes (Students).