August 2021

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Employer vaccine toolkit

**[Logo]**

# MI Vax Decision

## Let’s all stay healthy, stay open and keep working!

We all want to stay healthy, keep our businesses open and keep working. To help small business owners and their employees, we have researched what some of the top hospitals and doctors across the country and right here in Michigan are saying about the COVID-19 vaccine.

We know you may still have concerns about whether the vaccine is right for you. It’s your decision but knowing the facts will help you make an informed decision.

# FAST FACTS

## MILLIONS HAVE SAFELY GOTTEN THE VACCINE

* Nearly 364 million doses of the vaccine have been administered in the U.S. with 171 million people fully vaccinated.
* 197 million people in the U.S. have received a COVID-19 vaccine. (8/13/21)
* 72% of Americans 18 and over have received at least one dose. (8/13/21)
* Over 12 million doses of the vaccine have been administered in Michigan, and 60% of Michigan residents 18+ are fully vaccinated. (8/25/21)
* The vaccine has been available to the public in the U.S. for eight months and side effects have been consistently mild to moderate, typically last 1-3 days, and are similar to the side effects from the flu vaccine.

## OVER 96% OF DOCTORS IN THE U.S. HAVE GOTTEN THE VACCINE.

## IN THE U.S., COVID-19 IS LARGELY A PANDEMIC AMONG UNVACCINATED PEOPLE

* Currently, 97% of people hospitalized with COVID-19 in the U.S. are *unvaccinated.*
* A 6-month study released on July 1 showed that 99.5 percent of people who died of COVID-19 were unvaccinated.

## VACCINES HELP KEEP BUSINESSES OPEN

* Most fully vaccinated people *don’t* have to quarantine after exposure to COVID-19.
* Vaccines offer the best protection against infection and serious illness.

## THE PANDEMIC WILL NOT END ON ITS OWN

* The highly infectious Delta variant is causing another surge in infections, mainly among people who haven’t been vaccinated.
* Nearly 126,000 people in the U.S. are testing positive for the virus *each day*, a 76% increase in just 2 weeks. Most are people who have not been vaccinated. (8/12/21)
* Increasing vaccination rates decreases pathways for COVID variants to spread.

## THE TRIALS THAT THE FDA REQUIRED BEFORE THEY AUTHORIZED THE COVID VACCINES FOR EMERGENCY USE WERE AS DEMANDING AS THOSE REQUIRED FOR FULL APPROVAL

* Roughly 44,000 people participated in *each* of the three Phase 3 clinical trials -- that’s about 50% *more* people than participated in the average trial for any vaccine that the FDA licensed between 2000 and 2011.
* Side effects for most vaccines appear within two months. The FDA required two months of safety data before approving the vaccines for emergency use.
* Pfizer is now fully FDA-approved.

# CONCERNED ABOUT VACCINE DEVELOPMENT?

**CONCERN: The vaccines were developed too fast. I don’t trust that they’re safe.**

## FACT: COVID-19 vaccines were developed much faster than past vaccines, but they went through demanding testing, clinical trials and review by independent scientists.

## FACT: The vaccines were developed at warp speed thanks to government funding and the fact that research into coronavirus vaccines was underway long before the COVID-19 pandemic hit. Here’s how:

Before the pandemic, much work had already been done on vaccines for other, *similar* coronaviruses. Scientists were able to build on that research to customize a vaccine for COVID-19. Plus, as promising vaccines were on the horizon, the Trump administration funded the process. Normally, vaccine makers don’t manufacture vaccines until clinical trials are complete. But the Trump administration funded manufacturing so the companies could get a jump start. As soon as trials were complete and the FDA determined the vaccines were safe, they were distributed to the public.

# CONCERNED ABOUT VACCINE SAFETY?

**CONCERN: I’m worried that I’ll get serious side effects from the vaccine.**

## FACT: For every 1 million people vaccinated in the U.S., only 2-5 people experienced serious side effects. That’s .000002% - .000005% of those who were vaccinated.

The first vaccines were administered in December of 2020, and since then millions of people have received COVID-19 vaccines. No long-term side effects have been found.

Like other medications, the flu vaccine for example, the COVID-19 vaccines can cause mild to moderate side effects like fever and body aches. These side effects are a sign that your body is building immunity to the virus.

Side effects do not mean you have contracted COVID-19. You cannot get COVID-19 from the COVID-19 vaccines because they don’t contain a live virus.

**CONCERN: The vaccine will alter my DNA.**

## FACT: COVID-19 vaccines do not change your DNA in any way.

The vaccines prompt our cells to start building antibodies to protect against the virus. The vaccine never enters the nucleus of the cell, which is where our DNA is stored.

After the vaccine prompts your immune system to fight the virus, it leaves your system. It does not stay in your body. This is called building immunity. By contrast, the coronavirus will stay in your body for a week or longer and can cause long term problems.

**CONCERNS: I’ve heard that pregnant women shouldn’t get the vaccine. I’ve heard that I won’t be able to get pregnant if I get the vaccine.**

## FACT: The vaccines are safe for pregnant and nursing women, and for women who plan to get pregnant. There is no evidence that the vaccine causes problems with pregnancy or fertility.

COVID-19 vaccination is recommended for people who are pregnant, breastfeeding, trying to get pregnant now, or might become pregnant in the future.

Also consider that pregnant and recently pregnant women are more likely to get severely ill with COVID-19 compared with non-pregnant women. Getting a COVID-19 vaccine can protect you from severe illness from COVID-19.

Of course, if you have questions or concerns about the vaccine and pregnancy, please talk with your doctor.

# CONCERNED ABOUT WHETHER OR NOT THE VACCINES WORK?

**CONCERN: The vaccines don’t work. Vaccinated people are still getting the virus.**

## FACT: The vaccines are protecting the vast majority of vaccinated people against illness, serious symptoms and death.

Currently, **97% of people hospitalized with COVID-19 in the U.S. are unvaccinated**.

A 6-month study released on July 1 showed that **99.5 percent of people who died of COVID-19 in the U.S. were unvaccinated**.

We are seeing some ‘breakthrough’ infections of the COVID-19 Delta variant among vaccinated people; but the majority of those people are not getting seriously ill -- some are not experiencing any symptoms.

# I DON’T NEED A VACCINE BECAUSE. . .

**I’m young. Younger people aren’t getting sick or dying.**

## FACT: Right now, the highest rates of infection are among people 18-39 -- more than 2.5 times higher than infection rates among people age 65+.

**I’m not worried about passing it to my kids. Most kids aren’t getting infected. And if they do, they’re not getting sick -- it’s like the flu.**

## FACT: The Delta variant is much more contagious and likely to cause serious illness in children.

The Delta variant is the dominant COVID-19 variant in Michigan. It is significantly more contagious than the original COVID-19 virus and is more likely to cause serious illness in young people and children. Michigan has already had many cases in which previously healthy infants, children, and teens have been hospitalized, required life support, and faced life-threatening complications like Multisystem Inflammatory Syndrome in children and chronic symptoms like long COVID-19.

**I already had COVID-19, so I’m immune.**

## FACT: People are infected with different levels of virus and have different levels of antibodies after they recover. The vaccine delivers a strong boost in immune support.

Many people have gotten COVID-19 multiple times. The vaccine is the best defense against the virus.

# Here is where we got our information. We encourage you to check out these trusted sources for more information:

**MAYO CLINIC VACCINE GUIDANCE**

<https://www.mayoclinic.org/coronavirus-covid-19>

**UNIVERSITY OF MICHIGAN HEALTH VACCINE INFORMATION**

<https://www.uofmhealth.org/coronavirus/vaccine-info-update>

**SPECTRUM HEALTH VACCINE HUB**

<https://www.spectrumhealth.org/covid19/covid-19-vaccine>

**MUNSON HEALTHCARE VACCINE FAQS**

<https://www.munsonhealthcare.org/community-health/covid19/covid19-vaccine/covid-19-vaccine>

**ASCENSION HEALTHCARE VACCINE FAQS**

<https://healthcare.ascension.org/COVID-19/Covid-Vaccine>

**HENRY FORD HEALTH SYSTEM VACCINE FAQS**

<https://www.henryford.com/coronavirus/vaccine-faqs>

**AMERICAN MEDICAL ASSOCIATION PHYSICIANS SURVEY**

<https://www.ama-assn.org/press-center/press-releases/ama-survey-shows-over-96-doctors-fully-vaccinated-against-covid-19>

**[EMPLOYER TOOLKIT - NEWSLETTER/EMAIL COPY]**

## **Let’s stay healthy, stay open and keep working!**

It’s been a tough year for so many businesses, and ours is no exception. Thank you for rising to the challenge and helping to keep our operation going strong.

As we see a troubling new surge in COVID-19 infections, we all want to stay healthy, keep businesses open and keep working. To help businesses like ours, the Small Business Association of Michigan has researched what some of the top hospitals and doctors here in Michigan and across the country are saying about the COVID-19 vaccine.

You can find a copy of their findings at MIVaxDecision.com. [link]

We know you may still have concerns about whether or not the vaccine is right for you. It’s your decision, but knowing the facts will help you make an informed decision.

## **Still not sure? Check out these trusted sources for more information.**

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# COMPANY NAME COVID-19 Response & Preparedness Plan

Revised August 25, 2021

Our plan is based on information and guidance from the Centers for Disease Control (CDC) and the [Michigan Occupational Health and Safety Administration Emergency Rules](https://www.michigan.gov/documents/leo/MIOSHA_COVID_Emergency_Rules_726100_7.pdf) (MIOSHA) at the time of its development. Because the COVID-19 situation is frequently changing, the need for modifications may occur based on further guidance provided by the CDC, OSHA, and other public officials at the state or local levels.

The spread of COVID-19 in the workplace can come from several sources:

* Co-workers
* Customers
* Guests - visitors/vendors/family members
* The General Public

Definitions. As used in this plan:

(a) “Close contact” means close contact as [defined by the latest United States Centers for Disease Control and Prevention (CDC) guidelines](https://www.cdc.gov/coronavirus/2019-ncov/php/contact-tracing/contact-tracing-plan/appendix.html#contact) at the time of contact.

(b) “COVID-19” means a viral respiratory illness characterized by [symptoms defined by the CDC](https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html).

(c) “Known cases of COVID-19” means persons who have been confirmed through diagnostic testing to have COVID-19.

(d) “SARS-CoV-2” means the novel coronavirus identified as SARS-CoV-2 or a virus mutating from SARS-CoV-2 (severe acute respiratory syndrome coronavirus 2), the virus which is the causative agent of COVID-19.

(e) “Suspected cases of COVID-19” means persons who have symptoms of COVID-19 but have not been confirmed through diagnostic testing or unvaccinated persons who have had close contact with a person who has been confirmed through diagnostic testing to have COVID-19.

(f) “Fully vaccinated persons” means persons for whom at least 2 weeks have passed after receiving the final dose of an FDA-approved or authorized COVID-19 vaccine.

# RESPONSIBILITIES OF COMPANY NAME SUPERVISORS AND MANAGERS

Company Name has designated the following staff as its COVID-19 Workplace Coordinators: *(include the names, titles, email and phones numbers of the staff that you have assigned)*

The Coordinators responsibilities include:

* staying up to date on federal, state and local guidance
* incorporating those recommendations into our workplace
* training our workforce on control practices, proper use of personal protective equipment, the steps employees must take to notify our business of any COVID-19 symptoms or suspected cases of COVID-19.
* reviewing HR policies and practices to ensure they are consistent with this Plan and existing local, state and federal requirements

All Company Name managers/supervisors must be familiar with this Plan and be ready to answer questions from employees. Additionally, Company Name expects that all managers/supervisors will set a good example by following this Plan. This includes practicing good personal hygiene and jobsite safety practices to prevent the spread of the virus. Managers and supervisors must encourage this same behavior from all employees.

Company Namewill require and keep a record of all self-screening protocols for all employees or contractors entering the worksite, including, at a minimum, a questionnaire covering all and suspected or confirmed cases of COVID-19.

# Workplace controls

(1) Company Name shall designate 1 or more worksite COVID-19 safety coordinators to implement, monitor, and report on the COVID-19 control strategies developed under these rules. (see above)

(2) Company Name will review and follow current [MIOSHA](https://www.michigan.gov/leo/0,5863,7-336-78396_78398-565839--,00.html) and [CDC](https://www.cdc.gov/coronavirus/2019-ncov/variants/delta-variant.html) guidance in order to make the best determination for your business with regard to vaccinations, masking and social distancing.

(3) (Company Name - Choose your options here)Compliance with subrule (2) of this rule may be accomplished in a manner deemed effective for the place of employment. This may include:

(a) Keeping records of whether employees are fully vaccinated persons

(b) Posting signs in the work area reminding employees of your current workplace safety rules (i.e. face covering rules and social distancing)  
(c) Allowing or requiring remote work.

Basic infection prevention measures

(1) Company Name shall promote frequent and thorough hand washing, including by providing workers, customers, and worksite visitors with a place to wash their hands. If soap and running water are not immediately available, Company Nameshall provide antiseptic hand sanitizers or alcohol-based hand towelettes containing at least 60 percent alcohol.

(2) Company Name shall require workers who are experiencing symptoms of COVID-19 to not report to work or work in an isolated location.

(3) Company Name shall increase facility cleaning and disinfection to limit exposure to SARS-CoV-2, in accordance with the latest CDC guidance.

(4) Company Name shall use Environmental Protection Agency [(EPA)-approved disinfectants](https://www.epa.gov/coronavirus/about-list-n-disinfectants-coronavirus-covid-19-0) that are expected to be effective against SARS-CoV-2 based on data for harder to kill viruses.

Health surveillance

(1) Company Name shall conduct a daily entry self-screening protocol for all employees or contractors entering the workplace, including, at a minimum, a questionnaire covering symptoms and suspected or confirmed exposure to people with possible COVID-19. (Please note – this is not required, but you may choose to continue health screening).

(2) Company Name shall direct employees to promptly report any signs and symptoms of COVID-19 to the employer before or during the work shift.

(3) Company Name shall physically isolate any employees known or suspected to have COVID-19 from the remainder of the workforce, using measures such as, but not limited to:

(a) Not allowing known or suspected cases to report to work.

(b) Sending known or suspected cases away from the workplace.

(c) Assigning known or suspected cases to work alone at a remote location (for example, their home), as their health allows.

(4) When an employer learns of an employee, visitor, or customer with a known case of COVID-19, the employer shall, within 24 hours, notify any co-workers, contractors, or suppliers who may have come into contact with the person with a known case of COVID19.

(5) The employer shall allow employees with a known or suspected case of COVID-19 to return to the workplace only after they are no longer infectious according to the [latest guidelines from the CDC](https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/isolation.html).

# RESPONSIBILITIES OF EMPLOYEES

We are asking each of our employees to help with our prevention efforts while at work. Company Name understands that in order to minimize the impact of COVID-19 at our facility, everyone needs to play his or her part. We have instituted several best practices to minimize exposure to COVID-19 and prevent its spread in the workplace. This includes specific cleaning efforts and social distancing. While here at work, all employees must follow these best practices for them to be effective. Beyond these best practices, we require employees to report to their managers or supervisors immediately if they are experiencing signs or symptoms of COVID-19, as described below. If employees have specific questions about this Plan or COVID-19, they should ask their manager, supervisor or contact Name of Company Officer.

Disclaimer: *While we have made every attempt to ensure that the information contained in this document has been obtained from reliable sources, the Small Business Association of Michigan is not responsible for any errors or omissions or for the results obtained from the use of this information.  All information is provided “as is,” with no guarantee of the completeness, accuracy, timeliness or of the results obtained from the use of this information, and without warranty of any kind, express or implied, including, but not limited to warranties of performance, merchantability, and fitness for a particular use.  In no event will the Small Business Association of Michigan, its related corporations, its Board of Directors or staff thereof be liable to you or anyone else for any decision made or action taken in reliance on the information presented here or for any consequential, special or similar damages, even if advised.*