

# Duke Health Clinical Operations Updates

## Tuesday, September 7, 2021

Please share this information at your Tier 3, 2 and 1 huddles.

### KNOW

#### *What your team members need to know*

- Employee Occupational Health and Wellness (EOHW) has been receiving inquiries from managers who have staff members out due to a positive COVID test result and who will be unable to receive the first dose of an mRNA COVID-19 vaccine by Sept. 3rd. For these specific employees, EOHW will be granting a time-limited temporary medical exemption. The employees granted the medical exemptions will be required to complete the mRNA COVID-19 vaccination series within 6 weeks of the date they return to work. EOHW will be working closely with involved managers to monitor compliance with the expectation. Please feel free to reach out to EOHW via [EOHWCovidVac@dm.duke.edu](mailto:EOHWCovidVac@dm.duke.edu) should you have additional questions.
- We are preparing to offer boosters to eligible healthcare workers based on the information shared by top public health and medical experts from the U.S. Department of Health and Human Services. This is pending based on the FDA's independent evaluation and Advisory Committee Immunization Meeting scheduled for mid-September. To learn more about our plans for offering the booster join the [Leadership Town Hall](#) next Monday, September 13.
- We remain in **Tier 3** status according to our guidelines for reopening and visitation. You can review the work practices around these guidelines [here](#).
- To reduce the risk of infection for our patients and team members, everyone is required to **wear a face mask inside at all Duke Health facilities, regardless of vaccination status**. This includes team members who are vaccinated and share private offices with closed doors.

### SHARE

#### *What to share with your team*

- The Performance Coaching deadline has been extended to Oct. 31, 2021. Please complete coaching conversations for all of your team members and document them in the Duke@Work performance review tool by Oct. 31. You can find information and step-by-step guidance – along with other helpful resources – on the [Performance Coaching One-Stop Shop site](#). *Note: this message is for DUHS only. PDC employees will receive separate and additional guidance.*
- Team members wishing to file a [medical](#) or [religious](#) exemption for the COVID-19 vaccination requirement should submit forms today, Tuesday Sept. 7. While exemption request forms will be accepted after this date, it is your responsibility to ensure that your exemption is approved or you have received vaccination by the deadline on [Sept. 21 at 10 a.m.](#) You are encouraged to submit your request form by the end of the day today to provide adequate time for review.

### DO

#### *What your team members should do*

- Join our next [Duke Health Leadership Town Hall](#) on Sept. 13 at 4 p.m.
- [Receive and show documentation](#) of your completed COVID-19 vaccination(s) by 10 a.m. on Tuesday, Sept. 21, 2021.
- Managers should know and monitor the vaccination status of the team members in their area of responsibility through the OESO reporting function. Instructions to run a status report can be found [here](#).
- If you have even mild symptoms of illness, stay home and do not come to work. Call the Duke Health COVID-19 Hotline between 8 a.m. to 6 p.m. (919-385-0429, option 1) to report your symptoms.
- Continue to practice good hand hygiene and wear PPE appropriately.