

Personnel and Employee Relations 7302 Hepatitis B Vaccine (Engeriz-B, Reombivax)	Administrative Application	
	Last Reviewed /Approved on:	August 14, 2024
	References:	Saskatchewan Employment Act 2014 Policy 12 – Role of the Director
	Status:	Operational

Preamble

The Regina Catholic School Division (RCSD) believes all employees have a right to work in a safe environment. This application sets down protocol to determine eligibility of staff to obtain the Hepatitis B series of vaccinations paid for by the school division.

Definition

1. **Hepatitis B** in the occupational context is usually transmitted by infected blood and other body fluid (including, but not limited to, saliva, cerebrospinal fluid, and urine) and is therefore referred to as a blood borne virus.
2. **Non-Occupationally** the virus may be passed by sexual intercourse, infected mother to her baby at birth, tattooing or body piercing, and sharing a razor or toothbrush.

Application

Employees of RCSD are not seen as high risk, but it is in the best interest for some employees to be immunized at the school division's expense. Although the immunization series is completely voluntary, it is suggested that the following individuals in the school division have their vaccinations, and their blood serology completed if they have not already received this vaccination:

- Instructional Assistants, Teacher Associates and Office Managers
- All Maria Faustina and St. Luke Staff
- All staff in FIP Classrooms and EFAP Classrooms
- Instructional Assistants, Nutrition Workers and teachers from Pre-K, kindergarten, and Grades 1- 3
- All Instructional Assistant 3's and 4's
- CUPE Staff
- All Administrators
- Occupational Health & Safety Committee Co-chairs
- OH&S SFA/CPRB/AED Responders

Submission of costs process

Vaccinations are managed through the Human Resource Services Training and Accommodations Officer. This vaccination series can be completed through your pharmacist and physician and will be

partially covered through your employee benefits. Records of those who have the series are kept in the Human Resources Information System, as well as with the Saskatchewan Health Authority. Once an individual has had the series and follow up blood serology done showing immunity, they do not need to complete this series again.