



Public Health
Santé publique
SUDBURY & DISTRICTS

August 30, 2021

To: All employers and persons responsible for a business that is open within the service area of Public Health Sudbury & Districts

**Re: Workplace COVID-19 vaccination policies strongly recommended—
with the support of the Public Health Sudbury & Districts' COVID-19
Workplace Vaccine Toolkit**

Thank you for your continued dedication to following individual protective and public health measures to prevent the spread of COVID-19 in your workplaces and in our communities. It is through collective efforts and many sacrifices that the Sudbury and Manitoulin districts have benefited from relatively low rates of COVID-19 cases to date.

You will be aware of the sobering news that Fall 2021 is expected to bring with it the risk of a fourth wave of COVID-19 with the more transmissible and dangerous Delta variant dominating. The good news is that we have ready access to effective COVID-19 vaccines that will reduce the seriousness of a fourth wave.

We are aiming high so we can stay low. More than 90% of eligible individuals need to be vaccinated so we can keep COVID-19 cases low. Workplaces are an essential part of the vaccination solution. To be very clear, workplace practices and policies are critical to encourage vaccine uptake among employees—protecting clients, customers, and livelihoods.

As an employer it's your responsibility under the *Occupational Health and Safety Act* to take every precaution reasonable in the circumstances to protect a worker. Under the [O. Reg. 364/20](#): Rules for Areas at Step 3 and at the Roadmap Exit Step, persons responsible for a business that is open shall prepare and make available a written [COVID-19 safety plan](#).

As the region's Medical Officer of Health, I am strongly recommending all area employers and persons responsible for a business that is open within the service area of Public Health Sudbury & Districts develop and implement a COVID-19 vaccination policy.

Sudbury

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Elm Place

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Unit / Unité 130
Sudbury ON P3C 5N3
t: 705.522.9200
f: 705.677.9611

Sudbury East / Sudbury-Est

1 rue King Street
Box / Boîte 58
St.-Charles ON P0M 2W0
t: 705.222.9201
f: 705.867.0474

Espanola

800 rue Centre Street
Unit / Unité 100 C
Espanola ON P5E 1J3
t: 705.222.9202
f: 705.869.5583

Île Manitoulin Island

6163 Highway / Route 542
Box / Boîte 87
Mindemoya ON P0P 1S0
t: 705.370.9200
f: 705.377.5580

Chapleau

34 rue Birch Street
Box / Boîte 485
Chapleau ON P0M 1K0
t: 705.860.9200
f: 705.864.0820

toll-free / sans frais

1.866.522.9200

phsd.ca



To support you in developing this policy, Public Health Sudbury & Districts has created a digital vaccine toolkit for local workplaces. The toolkit is a resource, created to assist in increasing workplace protection through enhanced vaccine uptake. In the [digital vaccine toolkit](#) you will find a policy template and videos, posters, fact sheets and more. The toolkit is available in [French](#) and English on Public Health Sudbury & Districts' website at www.phsd.ca.

Public Health Sudbury and Districts is leading by example and is implementing a COVID-19 vaccination policy for staff members, students, contractors, and volunteers, effective shortly. The Public Health Sudbury & Districts Vaccination Policy will be posted on our [website](#).

To further assist you, should your workplace or business be interested in providing COVID-19 vaccines on-site, please contact us. There may be an opportunity to host a mobile clinic at your location. You can reach Public Health Sudbury & Districts at 705.522.9200 or by email PHSD_COVID-19@phsd.ca. Based on needs and site characteristics, Public Health will work with organizations to determine the feasibility and suitability of a mobile bus clinic, a pop-up clinic, or a mobile vaccination team for the location in question. We will do our best to accommodate community requests as capacity and timing allow.

You can also encourage vaccine confidence in your workplace by becoming a *COVID-19 vaccine champion*. Encourage your co-workers and friends to get their COVID-19 vaccines by partnering with Public Health Sudbury & Districts or by amplifying current messages via your social media channels. The names and contact information for interested individuals consenting to be a *champion* can be emailed to PHSD_COVID-19@phsd.ca.

If you have any questions, please contact Public Health Sudbury & Districts at 705.522.9200 (toll-free 1.866.522.9200) or at PHSD_COVID-19@phsd.ca.

Thank you for being such a critical part of the solution.



Penny Sutcliffe, MD, MHSc, FRCPC
Medical Officer of Health and Chief Executive Officer