Section I – Vaccinations

A. Why is the District requiring students and employees to be vaccinated?
The District is committed to providing a safe and healthy learning and working environment for students and employees. COVID protocols have previously been established to ensure cooperation with local public health officials to prevent and control the spread of communicable diseases. The tools available to combat the COVID-19 pandemic have evolved dramatically, including the development, approval, distribution, and broad availability of COVID-19 vaccines. Research shows that most of the serious illness, hospitalizations, and death resulting from COVID-19, including the Delta Variant, are among the unvaccinated.

Consistent with recommendations and directives from the State of California and the federal government, the Board of Trustees at the August 12, 2021, Board meeting directed the Chancellor or designee to take all actions necessary to develop and implement a COVID-19 vaccine requirement for District employees, students, and others who access District facilities at any District location.

On August 23, 2021, the Pfizer-BioNTech COVID-19 vaccine received full FDA approval for individuals 16 years of age and older. The vaccine, now marketed as Comirnaty, also continues to be available under emergency use authorization for individuals aged 5-15 years of age.

The Vaccine Requirement will be developed consistent with applicable legal requirements, including exceptions for medical conditions, and sincerely held religious belief.

B. When will students and employees be required to show proof of vaccination?

All employees and students should receive the first of a two-dose COVID vaccine by September 7, 2021. Otherwise, employees and students must submit an exemption AND provide negative COVID tests.

C. What does it mean to be fully vaccinated?

In general, people are considered fully vaccinated:
- 2 weeks after their second dose in a 2-dose series, such as the Pfizer or Moderna vaccines, or
- 2 weeks after a single-dose vaccine, such as Johnson & Johnson’s Janssen vaccine
D. **How do I report that I am fully vaccinated?**

Proof of vaccination (vaccine card or other documentation) is required. Follow the steps to upload proof of vaccination located in the KCCD Campus Pass App. During this process, you will also need to accept the Confidentiality of Medical Information Act (CMIA) statement. CMIA prohibits disclosing medical information regarding a patient, enrollee, or subscriber without first obtaining an authorization. Your vaccination information will be secure and held confidentially by the District.

E. **How are we confirming vaccination cards are legitimate?**

Trained staff will review the uploaded vaccination cards. If staff has a question or concerns about the card, they may reach out to the card holder to review the card in person or review the card in the state-wide database. The Response Teams will spot check vaccination cards as needed.

F. **How do I report proof of vaccination if I lost my vaccine card?**

The State of California offers a digital COVID-19 vaccine portal. The portal provides a digital copy of your vaccine record. If you received your vaccination from a federal agency (e.g., Department of Defense, Indian Health Services, or Veterans Affairs), you will need to reach out to those agencies for assistance with your vaccination record. You may request a digital COVID-19 vaccine record through the California Department of Public Health. Once received, follow the steps to upload proof of vaccination in the Campus Pass App to receive your Green Pass.

One may also go to the Digital COVID-19 Vaccine Record and follow these steps:
- Fill out your first name, last name, and date of birth
- Check “Cell Phone” or “Email” and enter the cell phone number or email address you used when filling out your vaccine paperwork. If you do not recall which cell phone number or email address you used, you attempt with multiple numbers and addresses.
- Choose a 4-digit code that you will use to retrieve your vaccine record. This is a new code, not something you previously gave to the vaccine site. Make sure you write it down.
- Read the legal disclosure and check it if you agree
- If the process was successful, you will receive a link by text or email; if the process was not successful try again with a different phone number or email. Click the link and input your 4-digit code to receive information on how to get your new digital record.
G. Are all employees required to be vaccinated?

Yes.

All employees who come to district owned properties or facilities must provide proof of vaccination or submit a request for exemption and provide negative COVID tests.

Employees who never come to district owned facilities may be excepted to this requirement. For those employees, please contact your campus Human Resources Department or email your site’s COVID-19 team at covid19@bakersfieldcollege.edu, covid19@cerrocoso.edu, covid19@portervillecollege.edu, or covid19@kccd.edu.

H. What happens if I am not fully vaccinated and do not meet the requirements of an exemption?

For employees, please contact your campus Human Resources Department or email covid19@kccd.edu. For students, email your college’s COVID-19 team at covid19@bakersfieldcollege.edu, covid19@cerrocoso.edu, or covid19@portervillecollege.edu.

I. Will students who are only taking online classes need to be vaccinated?

No. If individuals choose to come to campus, they will need to show proof of vaccination or follow the campus visitor protocols.

J. I am pregnant. Do I have to be vaccinated?

Individuals who are pregnant and are not medically able to meet the vaccine requirement should submit a medical exemption, COVID-19 vaccination is recommended for all people 5 years and older, including people who are pregnant, breastfeeding, trying to get pregnant now, or who might become pregnant in the future. New data from the CDC released on August 11, 2021 suggests that vaccines are safe during pregnancy.

K. How can students and employees get vaccinated?

The Bakersfield College Student Health and Wellness Center administers all COVID vaccines. Visit the BC Vaccine Clinic website for additional information.

Porterville College offers multiple vaccination clinics on campus in partnership with Sierra Medical Center, Imperial Ambulance, and Kaweah Medical. Visit the PC website for upcoming dates and times.
Cerro Coso Community College offers multiple vaccinations clinics on campus in partnership with Ridgecrest Regional Hospital. Visit the CC website for upcoming dates and times.

Register at myturn.ca.gov or call (833) 422-4255 and schedule your appointment for a clinic in your community.

M. How is my information protected?

The Family Educational Rights and Privacy Act (FERPA) is a federal law enacted in 1974 that protects the privacy of student education records. The Health Insurance Portability and Accountability Act of 1996 (HIPAA) is a federal law to protect sensitive patient health information from being disclosed without the patient’s consent or knowledge. The HIPAA Privacy Rule is to ensure that individuals’ health information is properly protected while allowing the flow of health information needed to provide and promote high quality health care and to protect the public’s health and well-being. It is not a HIPAA violation for an organization to ask any individual for proof of COVID-19 vaccination.

Before you upload your proof of vaccination, you will be asked to execute an authorization under the Confidentiality of Medical Information Act (CMIA). This authorizes the District to receive, store, and use the vaccination information in implementing the vaccine requirement.

Section II – Exemptions

A. Can I request an exemption to the vaccination?

Yes. Employees and students may request a medical or religious exemption to the COVID-19 vaccine requirement. The exemptions will be approved by HR for employees and the College’s Response Teams for students. Exemptions are available on the District Coronavirus Update website.

Submit your exemption request form to the appropriate email:

- District Employees: covid19@kccd.edu
- Bakersfield College students: covid19@bakersfieldcollege.edu
- Porterville College students: covid19@portervillecollege.edu
- Cerro Coso College students: covid19@cerrocoso.edu
C. **What type of supporting documentation is needed to request a medical exemption?**

The only document that needs to be submitted is the Medical Exemption Form signed by a medical provider. Exemptions are available on the District Coronavirus Update website.

D. **What type of supporting documentation is needed to request a religious exemption?**

The only document that needs to be submitted is the Religious Exemption Request form. Exemptions are available on the District Coronavirus Update website. Submitting supplemental and additional information may also be needed to support your request.

E. **If I have an exemption, am I subject to weekly testing?**

Yes.

If you have an approved exemption, you must test at least once a week and provide negative COVID test results to a designated party to access a district facility.

F. **What happens if I receive a positive test?**

If you receive a positive test, you will quarantine while your response team conducts a contact tracing investigation to mitigate any other potential infections.

If you have questions, please contact the following:

- District Employees: covid19@kccd.edu or your Campus HR Manager
- Bakersfield College students: covid19@bakersfieldcollege.edu
- Porterville College students: covid19@portervillecollege.edu
- Cerro Coso College students: covid19@cerrocoso.edu

**Section III – Masks**

A. **Do I have to wear a mask?**

Yes. Currently all individuals on District property are required to wear masks regardless of vaccination status.
B. **Will I be required to wear a mask if I’m fully vaccinated?**
   Yes. To maximize protection from COVID-19 and prevent possibly spreading it to others while on KCCD premises, all individuals are required to wear a mask while indoors.

**Section IV – Testing**

A. **How can students and employees get tested?**

   Any employee or student with an approved medical or religious exemption is required to test at least weekly. Everyone regardless of vaccination status are encouraged to get tested. If you have questions regarding testing locations, please contact the following:
   – District Employees: covid19@kccd.edu or your Campus HR Manager
   – Bakersfield College students: covid19@bakersfieldcollege.edu
   – Porterville College students: covid19@portervillecollege.edu
   – Cerro Coso College students: covid19@cerrocoso.edu

   A list of COVID-19 testing sites in Kern County is available on the Department of Public Health website.

**Section V – Athletics**

A. **What are KCCD athletic programs doing in response to COVID-19?**

   All KCCD athletic teams are governed by the California Community College Athletic Association (CCCAA). To compete in any sport, all athletes and department personnel were required to be tested weekly and within 48 hours of any intercollegiate competition.

   As of Fall 2021-22, 100% of all athletic department personnel and athletes must be tested weekly unless if the athlete is vaccinated. If athlete or department personnel is vaccinated, there is no testing requirement unless that person becomes symptomatic.

**Section VI - KCCD Campus Pass Application**

A. **How do I get the app?**

   Download the KCCD Campus Pass App from the Apple or Google Play stores onto your smartphone. If you do not have a smartphone, you can use the web-based forms located on the College’s COVID10 websites for the next steps. [iOS app Download](#) & [Android/Google App Download](#)
B. What if I don’t have a smartphone or can’t download the app?

You will still need to complete the Daily Health Checker form on your computer before coming onto campus via the Health Checker Web-Based Form located on the campus’s homepage. You can also access the form via the link below.

- District Employees
- Bakersfield College Employees
- Cerro Coso Employees
- Porterville College Employees

Section VII - Miscellaneous

A. May I travel for professional development or other work-related responsibilities?

Please follow your campus guidelines for travel.

If college-related travel must happen, then all safety protocols must be followed. All safety precautions and requirements at work also apply to where you travel, including but not limited to wearing a mask indoors regardless of your vaccination status, taking time to wash and sanitize your hands, quarantining if you have COVID-19 symptoms, and reporting a COVID-19 illness to the College’s Response Teams.

B. What are the consequences of non-compliance for students?

The colleges will work with individual students who are non-compliant with the practice to find a resolution. If the issue cannot be resolved, then non-compliance will be treated the same as any other non-compliance issue and will be subject to action under the Student Code of Conduct.

Students who choose not to be vaccinated and who do not receive an approved exemption, or who refuse to be tested will not meet KCCD's health and safety conditions for attending in-person classes, events, or access to campus will be subject to action under the Student Code of Conduct.

C. What are the consequences of non-compliance for employees?

Human Resources will work with individual employees who are non-compliant with the practice to find a resolution. If the issue cannot be resolved, then non-compliance will be treated the same as any other non-compliance issue and will be subject to action under the Collective Bargaining Agreement.
Employees who choose not to be vaccinated and who do not receive an approved exemption, or who refuse to be tested will not meet KCCD’s health and safety conditions for face to face in-person work will be subject to corrective action under the collective bargaining agreements.

D. **What is the policy for visitors coming onto campus?**

Visitors are short-term guests on campus and must follow the College’s visitor protocols. Visitors are required to wear a mask through the duration of their visit to campus. The office or department where short-term guests visit is responsible for having short-term guests complete the College’s Visitor protocols.