



PEF COVID Vaccine Questions

The following questions may be used by PEF Officers and Staff to request information from GOER (via President Spence) and/or State Agencies (via Executive Staff, Field Staff, Local and SW H&S and SW LM Chairs) on their vaccination plans. It may also be used as a supplement to the [Pandemic Planning Template](#), Section 13/Vaccines.

These questions focus on health and safety aspects of vaccination. There may be additional questions from a labor relations perspective.

Information will be used to help prepare, educate and encourage PEF members to take part in the vaccination process.

All responses should be copied to the Health and Safety Department.

A. For the Overall Plan Statewide

1. **Identify the phases of vaccination, target agencies, target groups (employee and population served) and priority:**
 - a. Phase I
 - b. Phase II
 - c. Phase III
 - d. Phase IV

B. For Each Phase – Identify:

2. Start and end dates
3. Target agencies
4. Employee population
5. By title
6. Priority
 - a. HCW
 - b. Direct Care
 - c. Public facing
 - d. Others
7. Will congregate settings be in Phase I or Phase II
 - a. Will HCW in those settings have first priority
8. How will other staff be prioritized

9. Where will the vaccine be administered
 - b. Onsite
 - c. Offsite
 - d. Shift (vaccination schedule on shift)
10. How will the vaccination location be chosen
11. How will the vaccination location be separated from other areas
12. How will vaccinations be scheduled to allow for social distancing
13. Who will administer the vaccine
 - a. Agency staff
 - b. Third party
14. For workers administering vaccine – will the following be provided:
 - a. Alcohol prep pads
 - b. Face shields, surgical masks, gloves
 - i. We recommend an N95 for healthcare, long term care and congregate facilities as a surgical mask may not be adequate for protecting vaccinators who will be entering high risk areas
 - c. Needles and syringes
 - ii. Needle-stick injury prevention devices (what devices will be used by NYS)
 - d. Sharps container
 - e. Vaccine administration tracking sheet for healthcare providers
 - f. Vaccination record and reminder cards to give to recipients
 - g. Epi Pen – in case of anaphylactic response
15. What educational information will be provided at the time of vaccination to the recipient
16. Will there be a designated contact for each agency and at each location for people with questions about the vaccine?
17. Is the vaccine voluntary
18. Is there a Declination form
19. What screening questions will be asked of recipients
 - a. E.g. CDC Screening and Checklist

20. In the event of side effects, will employees be able to work from home or go out on leave without charge to accruals
21. How will agencies track employees who experience side effects
 - a. How will that be reported to the FDA
22. Will vaccinated employees be instructed to continue to use PPE
23. Will those who have had COVID also be vaccinated
 - a. The CDC recommends those who have had a positive COVID test in the last 10 days wait to get the vaccine until they have a negative test, or until 10 days have passed since their positive one
24. Will those who have had COVID antibody treatment be vaccinated
 - a. CDC recommends waiting 90 days from the last anti-body treatment – will the State use the same guidance
25. For new hires - How long after a person is hired will he/she be offered the vaccine
26. What education and training on the vaccine will employees be provided prior to and immediately following vaccination
 - a. Education must include:
 - iii. Identification of vaccine received
 - iv. Limitations – e.g. Pfizer/Moderna vaccines prevent illness but do not prevent transmission
 - v. How to identify and respond to potential side effects
 - vi. Potential severe allergic reactions – especially for those predisposed for anaphylactic responses
27. Will the recipient be provided vaccination documentation for their records
28. Will employees who initially decline the vaccine be able to receive the vaccine from the agency at no cost and during normal working hours should they change their mind

Please contact the PEF Health and Safety Department with any questions at HealthAndSafety@pef.org or 800-342-4306 Ext 254

Produced by the New York State Public Employees Federation

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