

## FAQs on COVID-19 Vaccination Reporting Requirement

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**Q. Why is RIT requiring that I provide my vaccine information?**

We are in the process of determining if certain requirements under RIT's Safety Plan can be lifted based on the overall vaccination rate for faculty and staff. Lifting these requirements will greatly improve the quality of life on campus this fall for faculty, staff and students. Currently, not enough employees have entered the information for us to estimate the true rate of vaccination. For this reason, all RIT employees are to report by June 30, 2021 whether or not they have been vaccinated or plan to be before students begin arriving on campus August 2.

**Q. If I already voluntarily submitted my vaccination information and received confirmation from Oracle, do I need to do it again?**

No, if you previously entered your vaccination information and received confirmation from Oracle, you do not need to take any action.

**Q. Will I have to upload a copy of my vaccination?**

You do not need to upload a copy of your vaccination, but you should be prepared to provide this information in the future if asked.

**Q. Is vaccine information protected by HIPAA?**

As a private employer, RIT is not a HIPAA-covered entity and has the right to require individual employees to disclose their vaccination status.

**Q. Who will have access to my vaccination information?**

Access to vaccine information will be in accordance with the provisions of the [RIT Information Access and Protection Standard](#). Currently, it is limited to a very small number of Human Resources staff, solely for purposes of summarizing the data for senior leadership review and decision-making. The overall population vaccination rate may be shared on RIT's [COVID-19 dashboard](#), in communications with government leaders, the health department and with students and families for their planning purposes.

**Q. Is RIT mandating that employees receive a COVID-19 vaccination?**

Not at this time. However, we strongly recommend that all RIT staff and faculty members who are able to do so receive COVID-19 vaccination as soon as possible. Receiving the vaccine and reporting that you have done so will give us our best chance at creating a "normal" Fall semester with fewer safety restrictions. We faculty and staff owe it to our community to achieve the same high vaccination rate that will be achieved by our students.

**Q. If I had the COVID-19 virus and recovered, am I required to get a vaccine?**

RIT is not mandating vaccinations at this time. Per the Center for Disease Control (CDC), individuals should be vaccinated regardless of whether they already had COVID because medical experts do not yet know how long people are protected from contracting the virus again after recovering from COVID-19. [CDC FAQs on COVID-19 vaccination](#)

**Q. Can RIT ask about vaccination status?**

Yes. Employers are prohibited from asking employees questions that are likely to disclose the existence of a disability. Asking about vaccination status is not a question that is likely to disclose the existence of a disability because employees may have reasons other than a medical condition for not being vaccinated.

**Q. What happens if I choose not to comply with the reporting requirement?**

As with non-compliance with any work rule, appropriate action may be taken. In this case, if an employee chooses not to respond to the university's direct request for information about their vaccination status and intentions, their supervisor will be notified of non-completion and a memo will be placed in their personnel file. Depending on the individual's employment status, additional steps may be warranted.

**Q. How will the data will be used and what is the university trying to assess?**

The data will be used in aggregate to determine the rate of vaccination for faculty and staff. Depending on the rate of vaccination, certain requirements under the RIT Safety Plan, such as masking guidelines and the Daily Health Screen, may be lifted. Overall the goal is to improve the quality of experience on campus this fall for faculty, staff and students.

We believe that sharing the overall campus vaccination rate will also prove reassuring for many faculty, staff, students and families with personal safety concerns.

Documentation or other confirmation of individual vaccination status will be kept confidential and will be maintained in the same manner as all other types of similarly-classified employee information.

Information at the individual level will be maintained in accordance with the provisions of the [RIT Information Access and Protection Standard](#). Currently, it will be limited to a very small number of Human Resources staff, solely for purposes of summarizing the data for senior leadership review and decision-making.