

Classification: Human Resources	Measles Immunization	
Policy #: D305	Effective Date: August 5, 2025	
Revised Date:	Review Date:	Next review: August 5, 2027

Purpose

The purpose of this policy is to reduce the risk of exposure to and transmission of measles in the workplace by providing occupational protection to all staff and thereby preventing exposure to the people we support.

Policy

Community Living Guelph Wellington (CLGW) is committed to protecting the health and safety of all staff, individuals supported, and the broader community. In alignment with the directive issued by Wellington Dufferin Guelph Public Health, confirmed immunity to measles is now mandatory for all employees, students, volunteers and contractors working throughout CLGW.

Scope

This policy applies to all CLGW employees, students, volunteers and contractors, including but not limited to:

- Direct support professionals
- Senior leadership team and supervisors
- Administrative and maintenance employees
- Board members

Procedure (D305)	Effective Date: August 5, 2025
Revised Date:	Next Review: August 5, 2027

Immunity Requirements

All employees must provide documentation confirming immunity to measles, defined as:

- Two documented doses of a measles-containing vaccine (MMR or MMRV), administered after the first birthday
- OR
- Laboratory evidence of immunity (positive serology or documented prior measles infection)

Proof of Immunization

All new and existing employees must submit proof of measles immunization. Acceptable documentation includes:

- Immunization records from ICON (<https://wdgph.icon.ehealthontario.ca>)
- Records from a healthcare provider or public health unit
- Lab results indicating immunity records will be stored confidentially and used solely for compliance purposes.

Non-Compliance and Exclusion

If an employee does not provide the required documentation:

- They will be excluded from work for up to 21 days in the event of a measles exposure
- This exclusion will be unpaid, unless accrued vacation or stat time is used
- Repeat failure to comply may result in progressive disciplinary action, up to and including termination

Procedure In the Event of Exposure

If a measles case is identified at a CLGW location:

- Only staff with confirmed immunity may remain at work
- Unvaccinated or non-immune staff will be excluded from the workplace for 21 days following the exposure date, as per public health direction
- Symptomatic staff must stay home, contact their healthcare provider and Public Health, and notify their supervisor immediately

Exceptions and Accommodations

Medical exemptions will be considered on a case-by-case basis and must be supported by documentation from a qualified healthcare provider. In such cases, CLGW will work with the individual and Public Health to determine appropriate next steps and risk mitigation strategies.

Reference Material

Memo and Directive for Congregate Settings from Wellington Dufferin Guelph Public Health Unit, June 3, 2025