

From the Office of the Dean

January 8, 2021

Dear Colleagues,

Earlier this week I sent you a communication about the vaccination program that Tufts University and Tufts Medical Center (TMC) have set up to coordinate vaccination for essential workers/students/residents at TUSDM who are in phase one as defined by the Commonwealth and the Centers for Disease Control and who have been working at TUSDM in our preclinical and clinical settings. Due to the unique nature of our operations not all members of our community as outlined in the State/CDC guidelines will be vaccinated in phase one. We urge you to get vaccinated when you are eligible and if access is granted through other sources if you are not included in this initial program.

The vaccination program will be held at TMC starting on **January 11, 2021**. We are able to give you the broad details about the program-more specific information will be given to those that are being vaccinated on a rolling basis.

TO ALL IN THE TUSDM COMMUNITY

In the coming days you will receive:-

1. **A survey** that asks for health insurance information. We are asking that ALL in our community fill out the survey (whether you are in this phase or later phases of the vaccination program). This information will only be used for the purposes of providing medical care (the vaccine) at TMC. For those in the later phases of vaccine administration collecting this information now will allow for a more efficient process later. You will also be given an option to decline the vaccination.
2. We will try to communicate pertinent information with those that are receiving vaccines in the initial phase. However, in some instance communications may be broad in nature and may not be relevant to those not included in this phase-for this we apologize and ask that you communicate with your immediate supervisor to clarify any confusion.

TO ALL THAT ARE RECEIVING VACCINES

1. PRE-VACCINE PROCESS

Step 1. A survey regarding your health insurance information and a process for declining the vaccine will be sent to all in our community. It is important to fill this out as soon as you receive it. You will receive information about the two types of vaccines that are being administered (fact sheets and post vaccination guides-**see attached**). On the day of the vaccination you could receive any one of these two.

Step 2. In the coming days/weeks you will receive information about a specific day/time/place at TMC where you must report to receive the vaccine. We anticipate you will enter through TUSDM using regular protocols (i.e. screening app, do not report to school if you have any symptoms. **If you have tested positive for COVID-19 or been exposed, you must wait until you have been cleared from quarantine/isolation**). Accommodations will be made in these circumstances. You will be told on how to enter TMC from TUSDM and where to report for the vaccine. It is critical that you anticipate commute times and other circumstances that might interrupt your

appointed time. For students/residents on externships/rotations please alert immediate supervisors that you have to report to TUSDM/TMC for the vaccine program.

2. VACCINATION SCHEDULES/TIMES

Vaccination will be administered from 2-5 PM at TMC starting on January 11 with some evening sessions in the second week of the program. We anticipate a 3-week administration “window”. In the first phase (over 2 weeks) Group practices and residency programs with patient facing faculty and staff will be scheduled to receive the vaccines at specific times (7 individuals per 10 minutes) on designated days. The specific schedules/pertinent information will be communicated in the coming days. **It is important that all in our community report for the vaccinations on the designated day/time. You cannot swap appointments.**

This is a big logistical exercise and also involves coordination of vaccines at TMC that are challenging to prepare and to administer. We must do our part to insure that doses as scheduled are administered and not wasted.

In later phases indirect patient facing faculty/staff and those in group settings in preclinical settings will be scheduled.

At the same time that vaccines are being administered we must also continue our clinical and educational programs. We realize that there will be issues that conflict-and as we have done throughout the current pandemic we will have to compromise and be patient.

If you are scheduled to receive a vaccine you will be asked to cancel any patients during the PM and PPM sessions on the day you receive the vaccine (note that this will have to be repeated on the date of the administration of the second vaccine dose). We will stagger clinical faculty and staff to maintain clinical operations for all others. However, for those in clinics on these days please recognize the logistical challenges presented by having some faculty/staff that support clinics also having to be vaccinated-and plan with you clinical leaders accordingly (Program Directors, lead PCs etc.). Faculty and staff can return to work after the vaccines have been administered and you have complied with the wait times.

3. POST-VACCINE

After you receive your vaccine you will be expected to wait in the immediate area for 15 minutes.

Please note that once the vaccine is administered you will be expected to follow all current University public health safety protocols—including continuing to wear masks in public spaces, wearing appropriate PPE (goggle, N95s, etc.) in patient care settings, following social distancing guidelines, and practicing proper hand hygiene. In addition, you will continue in the mandatory routine COVID-19 surveillance testing after you are vaccinated. It is not yet known whether the vaccine protects you from transmitting the virus to others (although you remain asymptomatic). In addition, the duration of immunity remains unknown in all populations.

4. SECOND DOSES.

Once we are through the first wave of vaccines, we will communicate with you about the administration of the second doses (either 3 or 4 weeks later on the same day/at the same time).

COORDINATION OF PROGRAMS

DMD Scheduling: Deans Ramesh, Ghaffari and Dr. Zandona continue to coordinate DMD scheduling/answer questions.

AG Scheduling: Dean Amato continues to coordinate AG scheduling/answer questions.

Overall Clinical Scheduling/Clinical Staff: Dean Hanlon is providing general oversight and coordinating clinical staff.

Overall Program oversight: Questions about the program (those receiving vaccine and those that are not in this phase) can be sent to Dean Gonthier (mark.gonthier@tufts.edu)

Sincerely,

Dean K.

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