



Vaccination Policy

POLICY INFORMATION

Policy#:

Original Issue Date: 5/6/2013

Current Revision Date: 1/7/2020

Initial Adoption Date: 5/6/2013

RESPONSIBLE OFFICE

Title	Department
Director of Health Services	Student Affairs
AVP - Dean	Student Affairs

SCOPE

Constituency	Campus Locations
(Select all that apply)	(Select all that apply)
<input checked="" type="checkbox"/> Staff	<input checked="" type="checkbox"/> Hyde Park
<input type="checkbox"/> Faculty	<input checked="" type="checkbox"/> California
<input checked="" type="checkbox"/> Students	<input checked="" type="checkbox"/> San Antonio
<input type="checkbox"/> Contractors	<input type="checkbox"/> Singapore
<input checked="" type="checkbox"/> Visitors	

(Select a Policy Type)
<input type="checkbox"/> Organization Policy
<input type="checkbox"/> Legal Policy
<input type="checkbox"/> Education Policy
<input type="checkbox"/> Marketing Policy
<input type="checkbox"/> Finance Policy
<input type="checkbox"/> Technology Policy
<input checked="" type="checkbox"/> Compliance Policy
<input type="checkbox"/> HR Policy
<input type="checkbox"/> Enrollment Policy
<input type="checkbox"/> Advancement Policy
<input type="checkbox"/> Operations Policy

TABLE OF CONTENTS:

Contents

POLICY INFORMATION 1

RESPONSIBLE OFFICE 1

SCOPE 1

A. PURPOSE 3

B. POLICY STATEMENT 3

C. AUTHORITY 3

D. DEFINITIONS 3

E. PROCEDURES..... 3

F. RESPONSIBLE CABINET MEMBER..... 4

G. RELATED INFORMATION..... 7

POLICY HISTORY 7

A. PURPOSE

This policy identifies the vaccination requirements for students attending The Culinary Institute of America (CIA) at a CIA Domestic Campus.

B. POLICY STATEMENT

Students attending a US domestic campus are required to be in compliance with the Culinary Institute of America's (CIA) Vaccination Policy, which shall meet or exceed the current state and federal law requirements. Students may face financial penalty or physical exclusion from the campus if non-compliant with the policy.

Students who are in Attendance at the CIA must provide documentation of having received specified vaccinations, proof of immunity to specific diseases, or exemption from receiving required vaccinations as outlined in Appendix A to this policy.

The CIA shall comply with the state laws where its domestic campuses are located and fulfill its obligations to provide certain information to Students, to keep appropriate records, and to follow public health guidelines in the case of non-compliance or disease outbreak.

C. AUTHORITY

New York State Department of Health Public Health Law 2165

Texas Education Code 51.9192

California Health and Safety Code, Division 105 Part 2 , Chapter 1.5

D. DEFINITIONS

Attendance: The physical presence of a student on a CIA domestic campus on or after the first scheduled day of classes.

Exclusion: The physical removal of a student from a CIA domestic campus including classes, residence halls and all campus activities.

MMR: Measles, mumps, and rubella vaccine

Student: An individual who is registered in a credit or degree program at The Culinary Institute of America.

CIA Domestic Campus: Hyde Park, NY; San Antonio, TX; or Greystone, CA

E. PROCEDURE

- 1. Required Vaccinations:** Students attending the CIA are required to receive, have proof of laboratory immunity to, or have a valid exemption from vaccination for, the diseases as outlined in Appendix A.

When students are required to review and sign a meningococcal response form, it shall disclose the current recommendations for meningococcal vaccination and availability of vaccines. The form shall also provide space for a student or legal representative to acknowledge in writing whether they have received the recommended vaccine, or if they are declining it at this time.

Accepted forms of documentation include:

- a. CIA Physical Examination & Health Information Form: Student Immunization Form completed and signed by a licensed healthcare provider. The month, day, and year of each vaccine or booster dose administration needs to be clearly documented.
 - b. Stamped or signed official immunization records from a healthcare provider, state or local health authority, or school official.
 - c. Blood work results from an approved medical laboratory indicating immunity to the relevant disease.
 - d. Proof of honorable discharge from the armed services within 10 years from the date of application to the CIA. These students will be expected to present formal immunization records in a timely fashion after attendance.
 - e. Current documentation of valid medical, religious or personal belief exemption as recognized by the law of the state in which the campus attended by the Student is located.
 - f. Certain exemptions may require periodic renewal based on state law.
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- 2. Exemptions:** In limited instances a Student may be granted an exception to the required vaccination, as outlined in Appendix A.
 - a. **Medical Exemption** will be granted if a licensed practitioner certifies in writing that receiving a vaccination is a valid contradiction to a health

condition. This exemption is recognized at the Hyde Park, San Antonio and Greystone campuses.

- b. **Religious Exemption** may be granted if the Student completes and signs an Application for Exemption from Immunization Requirements form specifying which vaccination(s) he/she is exempt from receiving. This exemption is recognized at the Hyde Park and San Antonio campuses only.
- c. **Personal Belief Exemption:** Students attending the San Antonio campus may be granted an exemption for reasons of conscience including a religious belief if the Student completes and submits a notarized Conscientious Exemption form from the Texas Department of State Health Services. New York and California do not recognize a Personal Belief/Reasons of Conscience Exemptions.
- d. **Exemption to the Texas Meningococcal vaccination requirement:**
In addition to the permissible exemptions listed above, a Student is not required to submit evidence of receiving the Meningococcal vaccination against bacterial meningitis or evidence of receiving a booster dose if:
 - (1) a Student is 22 years of age or older by the first day of the start of the semester; or
 - (2) a Student is enrolled only in online or other distance education courses; or
 - (3) a Student is enrolled in a continuing education course or program that is less than 360 contact hours, or continuing education corporate training.

Please note:

In the event of a disease outbreak, students with a medical, religious or personal belief exemptions will be subject to exclusion from the CIA and will not be permitted to return until cleared to do so by Health Services in conjunction with local State Department of Health recommendations.

3. Notification to Students:

- a. The CIA shall provide any disease-related information required by state law to Students in the student entry medical packet, as outlined in Appendix A.
- b. Vaccine requirements are outlined in the student entry medical packet with mandatory vaccines clearly identified.
- c. Students will be notified by Health Services staff prior to attendance of any outstanding vaccination needs or meningitis response forms.
- d. Hyde Park Student Health Services staff will work with the Director of Education at the San Antonio campus and the Student Affairs Manager at

Greystone to assist them in achieving student compliance with vaccine requirements.

4. Non-Compliance:

- a. Students who fail to provide proper vaccination or exemption documentation as outlined above will have a medical academic hold placed on their student account no later than 7 days after attendance.
- b. If after 30 days from attendance a student is still non-compliant, the Dean of Conduct will be notified, and the student will be subject to appropriate disciplinary sanctions. Students may face exclusion at this time, or if a disease outbreak occurs. If the student is attending from out of state or is an international student who can show a good faith effort to comply with the vaccine policy, a grace period extension may be granted. If the MMR requirements are not met, a grace period of 45 days from first date of attendance may be granted. In Hyde Park, if the meningococcal response form requirements are not met, a grace period of 60 days from first date of attendance may be granted. In San Antonio, if the meningococcal vaccine requirement is not met within 10 days after the first day of the first semester in which the student is enrolled, the student may face expulsion.
- c. Students who are non-compliant with the vaccination policy may be subject to exclusion at any time, especially in the instance of a disease outbreak. Note that in Texas, vaccine exemptions do not apply during a disaster or public health emergency, terrorist attack, hostile military or paramilitary action, or extraordinary law enforcement emergency; declared by an appropriate official or authority from the Texas Department of State Health Services

5. Semester Away

- a. A student will be required to be in compliance with the state vaccination laws of the state in which they are attending classes.
- b. A student attending a semester away at a campus in another state may be required to obtain additional vaccinations to maintain compliance.

6. Record Keeping: The Health Services office at the Hyde Park campus will be responsible for maintenance of records of vaccinations, laboratory proof of Immunity, vaccine response forms and exemptions. Duration of record retention will comply with the CIA institutional record retention policy.

F. RESPONSIBLE CABINET MEMBER

AVP - Dean Student Affairs

G. RELATED INFORMATION

www.immunize.org

www.vaccineinformation.org

www.cdc.gov/vaccines

<https://www.health.ny.gov/prevention/immunization/handbook/>

https://leginfo.legislature.ca.gov/faces/codes_displayText.xhtml?lawCode=HSC&division=105.&title=&part=2.&chapter=1.5.&article=

file:///C:/Users/m_schine/Downloads/ab_1452_bill_20011001_chaptered.html

<https://www.dshs.texas.gov/immunize/school/college-requirements.aspx>

POLICY HISTORY

**Policy Editorial Committee & Responsible Cabinet Member Approval to Proceed: 3/13/13;
11/26/19**

Policy Advisory Committee (PAG) Approval to Proceed: 12/19/19

Board Approval to Proceed (if required): 3/27/13

Cabinet Approval to Proceed: 9/26/13; 1/7/2020

Policy Revision Dates: 8/19/15, 6/30/17; 1/7/20

Scheduled Review Date: 2021

**The Culinary Institute of America
CMP-015 Vaccination Policy
APPENDIX A**

Table 1

Exemptions Recognized by Campus			
Campus	Medical	Religious	Personal Belief
Greystone	yes	no	no
Hyde Park, including residencies for online programs	yes	yes	no
San Antonio	yes	yes	yes
Fully online with no campus residency	N/A	N/A	N/A
* Please note, that in the event of a disease outbreak, students with a medical, religious or personal belief exemption will be subject to exclusion from the CIA and will not be permitted to return until cleared to do so by Health Services in conjunction with local State Department of Health recommendations.			

Table 2

Vaccine Requirements by Campus				
Campus	MMR	Hepatitis A*	Hepatitis B	Meningitis
Greystone	yes	yes	yes**	response form only
Hyde Park, including residencies for online programs	yes	yes	no	response form only
San Antonio	yes	yes	no	yes***
Fully online with no campus residency	no	No	No	no
*institutional requirement due to food-borne nature of illness				
**if less than 19 years of age				
***not applicable if student is 22 years of age or older by the first day of the start of the semester				