

2020-2021 Department of Pediatrics Flu Shot Information

The flu shot is **mandatory** for all faculty, advanced practice clinicians, and staff whose job responsibilities are performed at any Intermountain or University practice facilities. Flu shot exemption requests must be approved by **October 30th**. Instructions for requesting an exemption are listed in the [2020-2021 Employee Flu Campaign](#) webpage on PULSE.

Deadline for all required providers, faculty and staff: November 18, 2020

Faculty and Staff who are PCH ID Card Holders:

The walk-in PCH Employee Flu Shot Clinic will be on the 3rd floor lobby of the main Primary Children's Hospital every Tuesday and Tuesday from 7:30 a.m. – 11:30 a.m., commencing September 15th and ending November 19th. **The PCH influenza immunization records are entirely electronic and you must have your cell phone with you to complete and sign the consent form.**

Date	Time	Location
Every Tuesday	7:30 a.m. – 11:30 a.m.	Primary Children's Hospital, 3 rd Floor Lobby
Every Thursday	7:30 a.m. – 11:30 a.m.	Primary Children's Hospital, 3 rd Floor Lobby

IMPORTANT: Credentialed providers who obtain a flu shot from a PCH clinic (or any clinic other than a U of U facility) must send Shauna Maxwell a copy of the immunization receipt (shauna.maxwell@hsc.utah.edu). She will make sure all medical staff offices receive a copy. Staff who obtain a flu shot from a PCH clinic must send Emily Hansen a copy of the immunization receipt (emily.r.hansen@hsc.utah.edu).

- The Primary Children's Employee Flu Shot Clinic immunization record will be sent to you electronically.
- It is recommended that you retain your flu shot record for backup documentation.
- Primary Children's Flu Shot Clinic records are **not** automatically forwarded to all necessary parties. It is essential that you send your record to Pediatrics HR.

Faculty and Staff who are NOT PCH ID Card Holders:

Faculty and staff who are not eligible for the flu shot through PCH can obtain a flu shot at the RedMed Employee Health Clinic. To schedule a flu shot appointment at the RedMed Employee Health Clinic, visit <https://www.hr.utah.edu/RedMed/> and click "Schedule an Appointment."

Employees working in a patient sensitive job code should refrain from visiting the Work Wellness Center at the University of Utah Hospital. The Work Wellness Center cannot accommodate walk-in appointments for employees who do not work at the hospital due to the strict visitor policy.

If the employee received their flu shot at Employee Appreciation Day and has not received the electronic copy of the flu shot form, please have them email benefits@utah.edu to request that a copy of their form be sent to them.

Contacts to send flu shot documentation to:

- Faculty must send Shauna Maxwell a copy of their immunization receipt (shauna.maxwell@hsc.utah.edu). Shauna will distribute copies to the U and PCH Medical Staff Offices (for credentialed providers).
- Staff must send Emily Hansen a copy of their immunization receipt (emily.r.hansen@hsc.utah.edu).

Questions?

Faculty: Contact Shauna Maxwell at shauna.maxwell@hsc.utah.edu or (801) 213-3469.

Staff: Contact Emily Hansen at emily.r.hansen@hsc.utah.edu or (801) 213-4021.