

**To:** All Horizon privileged physicians  
**From:** Dr. Ken Gillespie, acting Chief of Staff  
**Date:** Oct. 4, 2021  
**Re:** **Proof of COVID-19 Vaccination Status**

The COVID-19 Vaccination Policy for Government of New Brunswick (GNB) employees took effect Sept. 7, 2021. This policy requires all government employees, including Horizon Health Network employees, physicians, and volunteers, to **show proof** of their COVID-19 vaccination status.

### **Why we need this information**

Proof of COVID-19 vaccination status is required for two reasons:

1. To comply with the mandatory requirements of the GNB Vaccination Policy.
2. To update the Horizon employee health immunization record and facilitate contact tracing.

### **COVID-19 vaccination record process**

To facilitate this process, we are asking all privileged physicians (fee for service and salaried) to show proof of their vaccination status to the local medical staff office administrative support in each area beginning Oct. 5, 2021 until Oct. 15, 2021, even if proof of vaccination was already submitted to Employee Health. Due to privacy considerations, we are not able to accept copies, electronic or otherwise, as proof of COVID-19 vaccination. Proof of vaccination can only be provided in person or through MS Teams.

Proof of vaccination will be documented in a secure portal accessed through Skyline. Accepted documentation will include a paper copy or photo of the vaccination record, or a photo or screenshot of the MyHealthNB vaccination record.

If you do not provide proof of vaccination status in this timeframe, you will be required to conduct mandatory testing and instructions about the COVID-19 testing process will be provided to you.

## Resources and support

The following resources are available on Skyline to help with the process:

- Vaccination Policy
- FAQ
- Webinar outlining policy and process
- Videos and handouts outlining how to do point of care testing (POCT)

**It is important to note that, regardless of vaccination status, all Horizon employees, physicians, and volunteers are required to wear a mask in the workplace except when alone in an office or eating a meal.**

Horizon is committed to the health and safety of its employees, physicians, volunteers, patients, and clients and we are committed to supporting you and keeping you informed of developments on this initiative.

To make a COVID-19 vaccination appointment, click [here](#).

Please email [CovidVaccineCompliance@HorizonNB.ca](mailto:CovidVaccineCompliance@HorizonNB.ca) with any questions or concerns.

Thank you for your support.



Dr Ken Gillespie MD FRCS(C)  
Acting Regional Chief of Staff