

COVID-19 Vaccination Policy Tool Kit

Resources & Guidance for Employers



To protect worker safety, many employers are creating or revisiting coronavirus vaccination policies for their workplaces. These policies are governed by both state and federal law, which varies from state to state and is still evolving. With President Biden's announcement that large employers (over 100 employees) will be required by an OSHA standard to mandate employee vaccination or testing, the landscape has shifted.

Michael Best can help make sure your approach is both within the law and aligned with your organization's needs and culture. Our **Vaccination Policy Tool Kit** is designed to cut through the confusion and empower you to make informed decisions. It provides practical advice and templates to help employers create their own workplace vaccination approach. This package includes:

- **Summary analysis of the legal landscape** on vaccine mandates, alternatives to full mandates, and employer responsibilities. We will update this analysis and send out new information as it becomes available in the wake of President Biden's order.
- **Sample plans** with mandatory and non-mandatory template vaccination policies.
- **Sample policies**, including religious and medical accommodation requests, draft communications, and vaccination status disclosure form.
- **30 minute consultation** to discuss the Tool Kit with an L&E attorney.
- **50-state Vaccination Plans and Mandates Tracker**, with information on vaccine mandate information and pending legislation and executive orders, so that plans can be modified based on changes at the state level; and **COVID-19 State Policy Tracker**, covering COVID-19 restrictions as well as mask and vaccine mandate summaries. Both trackers will be updated regularly through early 2022. As part of this Tool Kit, you'll be notified whenever we update our trackers to address a change in state law.

Cost Certainty in Uncertain Times

To give you the tools needed to act quickly, Michael Best is offering our **Vaccination Policy Tool Kit** for a **flat fee of \$2,500**. This includes all the above tools, with notification whenever our *Vaccination Plans and Mandates* 50-state tracker is updated for a particular state, and updates on the federal regulations as those develop.

[Click here to order your Tool Kit](#)

If you'd like more detailed guidance on customizing your approach, for an additional cost we can work with you to develop a tailored policy and communication plan. We know that an employer's decision on how to roll out a vaccination policy is not taken lightly, and we'll provide thoughtful, knowledgeable counsel to help you execute an action plan.

As you work through the planning and ongoing administration of your vaccination policy, you may also want on-call guidance. For a monthly flat fee, we can provide timely day-to-day legal advice to help you navigate uncharted territory and keep up with changing government directives. This retainer arrangement gives you a quick way to address new questions and needs as they come up, for a consistent and controllable cost.

Additionally, through Michael Best Strategies, our government relations affiliate, we can support an integrated approach that includes legislative and government relations strategies.

Contact Us

To request a copy of our **Vaccination Policy Tool Kit**, inquire about retainer arrangements, or discuss our other employment law or return-to-work services, please contact your Michael Best attorney or one of the people listed below. You can also [complete the form located here](#) to purchase the **Tool Kit**.



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