



October 5, 2021

Dear Colleagues,

As we near the effective date of our [vaccination policy](#), it is important that you have the following information.

Status of Compliance

The majority of Palomar College employees have complied with the requirement to either provide proof of a full vaccination or filed for a religious or medical exemption from receiving the COVID-19 vaccine. Our colleagues in Human Resource Services are continuing to contact employees who are not in compliance.

Our student services colleagues are in contact with the students are not in compliance with the vaccination policy. In addition, three onsite workshops are scheduled for October 6, 11, and 12 from 8:00 a.m. to 5:00 p.m. at the main campus for students to hand-deliver the required compliance documentation. Student Services anticipates a large number of submissions to come in on the 10th of October.

Mandatory COVID-19 Testing

All employees who have received approval of a religious or medical exemption are REQUIRED to be tested for COVID-19 on a WEEKLY basis to be on-site. If you are required to participate in this FREE mandatory testing, you will receive a notification via email from Human Resource Services with specific instructions with details on how to schedule appointments through the Cleared4work platform.

The testing schedule is as follows and access to appointments will be available by the end of day on Friday, October 8.

San Marcos Campus in the former Campus Police Building located in Lot 1&2

Monday & Thursday: 7:00 a.m. to 2:00 p.m.

Tuesday & Wednesday: 12:00 p.m. to 7:00 p.m.

Escondido Education Center, in room ESC-700

Tuesday: 7:30 a.m. to 11:30 a.m.

Fallbrook Education Center, in room FEC-I01

Tuesday: 7:30 a.m. to 11:30 a.m.

Rancho Bernardo Education Center, SEC-111

Wednesday: 7:30 a.m. to 11:30 a.m.

Required Daily Health Screening

All employees despite their vaccination or exemption status are required to continue using the health pre-screening survey on days they are scheduled to be teaching or working onsite. We are in the process of updating our current health pre-screening app with a more integrated platform, providing improved access and information. Until you hear otherwise, please continue to use the health self-screening questionnaire via the [My Palomar App](#), or the web form at this [link in English](#) or in [Spanish here](#). Upon completion of the questionnaire, individuals will receive a “pass” or “no pass”. Anyone receiving a “no pass” should not come to campus and should complete a COVID-19 questionnaire [here](#).

Monitoring and Enforcement

Both employee and student compliance information is securely contained in PeopleSoft and the recently purchased HIPAA certified Cleared4Work platform. We are designing reports to contain clearance data to aid in the monitoring of vaccination policy compliance.

We sincerely appreciate your patience as we continue to work with our colleagues and students to ensure compliance with our vaccination policy. If you have specific Questions regarding the implementation of the vaccination policy please look at our FAQs, if you still have you may contact Director Winterle at cwinterle@palomar.edu or Vice President Montoya at dmontoya@palomar.edu.

Stay well,

David Montoya

David Montoya

Assistant Superintendent/Vice President Human Resource Services