



Office of Human Resources and Training & Development

COVID-19 FREQUENTLY ASKED QUESTIONS

1. What is the Napa Valley College vaccine requirement?

All employees and volunteers (by January 1, 2022) and students (by the start of the spring semester on January 18, 2022) will be required to provide valid documentation of full COVID-19 vaccination (as defined by the U.S. Centers for Disease Control). The vaccination is a condition of initial employment and employment for all employees. Those who are unable to provide proof of vaccination by the timeline will be allowed to apply for an exemption. The college may approve exemptions from vaccinations due to medical reasons or because of sincerely held religious beliefs as required by law.

2. What is the deadline to submit proof of vaccination?

No later than January 1, 2022.

3. By what date will I need to be fully vaccinated?

Effective January 1, 2022, all employees and volunteers must provide proof of vaccination of the COVID-19 virus. The vaccination is a condition of initial employment and employment for all employees. Those who are unable to provide proof of vaccination by the timeline will be allowed to apply for an exemption.

4. How do I submit my proof of vaccination?

If you have received both doses of the Moderna or Pfizer vaccines, or the single dose of the Johnson & Johnson vaccine by January 1, 2022, you will need to submit a copy of your vaccination card. NVC will be verifying employee and volunteer vaccination status through a program called CLEARED4. Employees and volunteers will receive an invitation via their NVC email to create a profile with CLEARED4. Do not share your link with anyone.

Need help accessing your vaccination card? Download a digital record from the State of California database at <https://myvaccinerecord.cdph.ca.gov/>

5. How are my records kept confidential?

CLEARED4 Inc. has been selected by Napa Valley College to manage documentation of COVID-19 vaccinations as required by the Board of Trustees. This system is HIPAA and FERPA compliant. Users securely upload vaccination records and test results to be cleared for employment. Vaccination records submitted via CLEARED4 may be checked against public health databases.

6. What if I am not vaccinated or do not have an approved exemption by January 1, 2022?

Napa Valley College employees and volunteers who are not vaccinated or who do not have an approved exemption on file by January 1, 2022 will not be allowed to come to any district or college facility in person and will be subject to discipline.

7. Will there be an extension to get vaccinated?

No, there are no extensions to the vaccine requirement.



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8. Can I get tested instead of getting the vaccine?

No. Napa Valley College and our Board of Trustees believe that a vaccine requirement is the fastest and best way for us to help keep our community safe and end the pandemic.

9. Can I request for an exemption from the vaccine requirement?

Exemptions to the vaccination requirement are limited and only available for certain medical conditions and sincerely held religious beliefs. If you believe you need an exemption, you must submit a request.

- [Medical or Disability Exemption](#)
- [Religious Accommodation Request](#)

Submit your medical and religious exemption requests as soon as possible to make sure there is time for review, an interactive process (which may include the submission of additional supporting information), and a determination prior to the January 1, 2022 effective date of the vaccination requirement. You will be notified of the status of your exemption request after the evaluation is complete.

10. I am unvaccinated. Will I be allowed on campus?

Napa Valley College employees and volunteers who are not vaccinated or who do not have an approved exemption on file by January 1, 2022, will not be allowed to come to any district or college facility in person and will be subject to discipline.

11. I am unvaccinated with an approved exemption. Can I now work on campus?

The district will review exemption requests and possible accommodations for approved exemptions

12. Do I have to get vaccinated if I am working 100% remotely?

Yes. The district is requiring proof of COVID-19 vaccination as a condition of employment. With the exception of approved medical conditions and sincerely held religious beliefs, all employees will be required to provide verification of proof of COVID-19 vaccination effective January 1, 2022 regardless of flexible work arrangement status. This is also effective for any volunteers.

13. *New* I need to get tested weekly/before coming on campus, how do I do that?

Please get a rapid test for your weekly testing requirement. Home tests *will not be accepted* as supporting a negative result. **Please submit test results to:** HR@napavalley.edu
Starting the week of January 10th you can get free testing at the Student Health Center.

Below are some location options:

Napa: <https://www.countyofnapa.org/2963/Testing-Locations>
<https://www.cvs.com/minuteclinic/covid-19-testing>
<https://n3laboratories.com/2020/09/14/n3-laboratories-offers-swab-and-serology-testing-for-covid-19/>
<https://viralpassportid.com/>

Solano: https://www.solanocounty.com/depts/ph/coronavirus_links/faq_community_testing_sites.asp

Where can I get a rapid antigen test? (see next page for rapid test location)

2277 Napa-Vallejo Highway, Napa, CA 94558
(707) 256-7100 | HR@napavalley.edu | www.napavalley.edu



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Solano Town Center: Solano County has a free 15-minute COVID-19 rapid antigen testing center. Open Tuesday - Saturday from 10:00am - 7:00pm.

Location: Solano Town Center, 1350 Travis Blvd, Fairfield, CA. Enter through the outside entrance to the right of H&M (in the old Forever 21 storefront).

14. Where can I get vaccinated?

For more information about local vaccine availability, visit the [Napa County vaccination site](#). This site is updated frequently with information about eligibility and vaccine sites in your area, including how to access vaccines via healthcare providers. You can also visit the State of California's [MyTurn](#) website if you do not live in Napa County or you want more information about eligibility.

15. Will I be required to get a booster shot?

The requirement for all Napa Valley College employees and volunteers accessing district facilities is that they are vaccinated by January 1, 2022.

To the extent that booster doses are recommended or required by public health authorities, timely receipt of additional booster doses will be required to be considered fully vaccinated against COVID-19.

16. Do I need to wear a mask on campus?

Yes. All individuals on the Napa Valley College campus, including staff, faculty, students, community members, vendors and visitors, will continue to be required to wear face masks when entering any building, whether or not you have been vaccinated.

17. How will I be notified if a colleague tests positive for COVID-19?

If you are identified as a close contact in an exposure situation, you will be contacted by a member of the college's COVID-19 Response Team and provided guidance on quarantine/isolation. Once contacted, next steps will depend on your vaccine status (e.g., vaccinated individuals do not need to quarantine unless they have symptoms).

18. What is being done to ensure on-campus services are safe?

The college has taken many steps to ensure the safety of our staff on campus. These include:

- Per Napa Valley College's COVID-19 vaccination mandate, all employees and volunteers (by January 1, 2022) and students accessing in-person classes/services (by the start of the spring semester on January 18, 2022) must be fully vaccinated.
- All employees, volunteers and students must be symptom free (no fever, cough, shortness of breath, etc.), and vaccinated to be on campus.
- Face coverings must be worn in all District buildings, regardless of vaccination status. Those entering buildings without a face covering will be denied entry or provided a face covering.
- Appropriate personal protective equipment (PPE) will be provided to all District employees as needed.
- Upgrades to ventilation and air purifiers have been added to all buildings.

19. What are COVID-19 symptoms?

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People with COVID-19 have had a wide range of symptoms reported—ranging from mild symptoms to severe illness. Symptoms may appear 2-14 days after exposure to the virus. Anyone can have mild to severe symptoms. People with the following symptoms may have COVID-19:

- Fever or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

(19 continued) This list does not include all possible symptoms. The CDC continues to update this list as they learn more about COVID-19. Older adults and people who have severe underlying medical conditions like heart or lung disease or diabetes seem to be at higher risk for developing more serious complications from COVID-19 illness.

20. Where can I get tested for COVID-19?

The NVC Health Center offers free COVID-19 testing Monday- Thursday. To make an appointment, call (707) 256-7780. To locate other testing centers, visit the [Napa County Public Health website](#).

21. I have COVID-19. What do I do?

Do not come onto campus and immediately contact NVC Health Center at (707)256-7780, and their staff will advise you as to what you should do next.

22. I've been exposed to COVID-19. What do I do?

Immediately contact the NVC Health Center at (707)256-7780 and staff will advise you on next steps.

23. I am unvaccinated, tested negative for COVID-19, BUT was recently exposed to COVID-19. Can I come to campus?

No, you cannot come to campus. If you are not vaccinated and you were exposed to COVID, you must follow CDC quarantine guidelines. Five days after exposure, you can get tested for COVID. As long as no symptoms of COVID have developed, you may then return to campus with a negative test and approval from the Student Health Center.

If you have been exposed to COVID, you may wish to contact the Health Center to determine if your exposure is high risk. For example, having a household member with COVID counts as a high-risk exposure; however, being exposed for only a few minutes (less than 15 minutes), does not count as high risk, and you are not required to quarantine.



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24. I am vaccinated but was recently exposed to COVID-19. Can I still come to campus?

If you are fully vaccinated, and not showing any symptoms, you may continue to come to campus. You must wear a face covering and monitor for symptoms for 10 days (about one-and-a-half weeks). It is also recommended that you be tested for COVID-19 three to five days after suspected exposure.