

TO: All California Office based and Service Provider Employees, Unified Autism Practice
FROM: Ed Nicoletti, Sr. Human Resources Manager
DATE: 9/30/2021
RE: UPDATE - COVID-19 Requirements from CA Department of Public Health Order

All,

Doug Moes, President, Autism & Community Services, sent out a previous memo to this group on 8/18/2021. Since then, additional information has come out from the California Department of Public Health which amends the Covid-19 vaccination and testing requirements for our employees. As a point of clarification, I have outlined the updated requirements and new deadlines for our employees based on which category you fall under as described below. Please contact your manager if you are unclear about which worker category you belong to:

1. **“Health Workers”** – employees who provide (e.g., Behavior Technicians, Mental Health Associates, Clinical Supervisors, etc.) or support (e.g., Office Managers, Assistants, Service Coordinators, Billing Team, etc.) implementation of behavioral health services to clients in-home, clinic, or other community settings funded by insurance companies, regional centers, or private pay.
 - a. **The previous deadline of 9/30/21 requiring all employees in this category to show documentation that you have been fully vaccinated against Covid-19 or be approved for an exemption and submit to weekly testing has been moved to 11/30/21.**
 - b. We continue to highly recommend that our employees be vaccinated and provide us with that documentation as soon as possible. Please use the link below to submit proof of vaccination or weekly test results:

https://starofca.formstack.com/forms/uap_employee_vax_or_test_submission
 - c. **If unable to get a vaccination due to religious beliefs or a medical condition, we encourage employees to pursue an exemption following the process established for this purpose using the link above, and in our COVID-19 guidance located on the at the link below:**

<https://info.thesteppingstonesgroup.com/starofca-covid19-staffupdates>

- d. **Employees should begin weekly testing once approved for a religious belief or medical exemption.**
2. **“Education Workers”** – *employees who only provide special education services to students funded by school districts.*
 - a. **Employees in this category must now either show documentation that you have been fully vaccinated against Covid-19 OR submit to ongoing weekly testing, and our organization must be in full compliance by 10/15/2021.**
 - b. If School districts have additional requirements, please discuss them with your manager to determine if you can comply or need to be reassigned to other work.

Thank you once again for your flexibility and patience as we track and update our guidance in response to state and federal government public health requirements. If you have questions, please reach out to riskmanagement@starofca.com.

Thank you,

Ed Nicoletti, SPHR

Sr. Human Resources Manager, Autism Services

M 774.570.1254

E ed@thestepingstonesgroup.com

W www.thesteppingstonesgroup.com