



UNIVERSITY OF  
**HEALTH SCIENCES  
& PHARMACY**

in St. Louis

OFFICE OF THE PRESIDENT

1 Pharmacy Place  
St. Louis, MO 63110  
314.367.8700  
800.278.5267  
uhsp.edu

### **Statement to the University of Health Sciences and Pharmacy in St. Louis Community**

DATE: Thursday, July 15, 2021  
TO: All Faculty, All Staff  
FROM: Daniel C. Bauer, PHR, SHRM-CP, Director, Human Resources/Title IX Coordinator  
RE: UHSP Vaccination Upload Site and Exception Request

Dear faculty and staff,

Beginning in the fall 2021, University of Health Sciences and Pharmacy in St. Louis will require proof of COVID-19 vaccination for all students, staff and faculty. Faculty and staff are required to upload their proof of completed or started COVID-19 vaccine series through a Paycom Employee Self-Service checklist or apply for a religious or medical exemption by August 16. Full vaccination is expected by September 15.

You will get a separate notice when the checklist has been added to Employee Self-Service for you. This checklist is where you will upload your document OR apply for an exemption.

Upon receipt of the religious or medical exemption request, a member of the human resources team will evaluate the information provided and communicate with you regarding whether or not an exemption has been approved. Here is some general information:

**Religious:** If seeking a religious accommodation you will be required to:

- provide information regarding your traditional, organized religion's beliefs or non-theistic moral or ethical belief system and include why being vaccinated against COVID-19 is inconsistent with that belief, or
- upload a letter from your religious leader (or other person who can attest to your sincerely held religious beliefs that includes why being vaccinated is inconsistent with your religious belief.
- A sincerely held religious belief is one that is either part of a traditional, organized religion such as Christianity, Judaism, Islam, Hinduism, Sikhism, and Buddhism, as well as non-theistic moral



UNIVERSITY OF  
**HEALTH SCIENCES  
& PHARMACY**

*in St. Louis*

OFFICE OF THE PRESIDENT

or ethical beliefs as to what is right and wrong, which are sincerely held with the strength of traditional religious views. Social, political or personal preferences do not qualify as a religious belief. If you have received other vaccinations, you will be expected to explain how or why the COVID-19 vaccine is different under your religious belief than the other available vaccines to other diseases that you have received.

**Medical:** CDC guidelines about medical reasons one cannot be vaccinated (i.e., medical contraindications) will serve as the basis for our policy. If seeking a medical exemption, as is required for existing vaccine exemptions, you will need to include a letter from your primary licensed healthcare provider detailing your need for medical exemption in your request. Prior infection does not qualify as a medical exemption.

All employees, regardless of vaccine status, will be expected to follow USHP guidelines regarding COVID-19 safety protocol, which at present includes unvaccinated individuals wearing masks.

Thanks,

DANIEL C. BAUER, PHR, SHRM-CP  
Director, Human Resources/Title IX Coordinator