

*This is a compilation of Q&A from the trainings that have been held, questions that have come in from COVID19questions@bop.gov, and elsewhere. Questions that are new or updated from previous versions have been **highlighted**.*

Staff Related

NEW 9-29-2021 – When do staff need to be fully vaccinated by? [Per the memo issued by the Director \(available on the Sallyport COVID-19 resources page\)](#), staff should be fully vaccine by November 22, 2021. This means that staff getting the Moderna vaccine should get their first dose no later than October 11, 2021. Staff getting the Pfizer vaccine should get their first dose no later than October 18, 2021. Staff getting the Johnson and Johnson vaccine should get their dose by November 8, 2021.

NEW 9-29-2021 – I got vaccinated at a local pharmacy. How do I report that information to the BOP? [An electronic portal will be used to report vaccination. Additional instructions will be provided when the portal is active.](#)

NEW 9-29-2021 – How do I request a reasonable accommodation for a medical exemption or religious waiver? [Per the memo issued by the Director \(available on the Sallyport COVID-19 resources page\)](#), staff should notify their supervisor or local Human Resource Office as soon as possible, but no later than October 18, 2021.

UPDATED 9-29-2021 - What happens if the staff member is on leave when their 2nd dose is needed? [If a staff member gets the first and they are on leave for the second, they should receive the dose as soon as possible upon their return back to work.](#)

Is there any guidance on minimizing waste caused by staff who get the first dose but not the second dose due to not being scheduled for work on the 21st day? [All attempts should be made to administer the second dose within the required timeframe.](#)

UPDATED 9-29-2021 - Should staff continue to come to work if experiencing symptoms from post-vaccination response? [If symptoms would not otherwise prevent an employee from reporting to work, yes. Administrative leave will be authorized for staff who have an adverse reaction to the vaccination \(up to 16 hours per dose\).](#)

In the event a staff member gets the first dose here, but retires before the second dose, will they be authorized to come back after retirement to get the second dose here? [Yes, if staff retires after their first dose, they may return to the institution where they got their first dose in order to get their second.](#)

If high risk staff on TJMs or on weather and safety leave receive the vaccine, will they be able to return to work? If staff on TJM due to COVID risk factors refuse, will at some point a fitness for duty be a consideration? [Staff who are on COVID-19 related TJMs or on Weather & Safety leave will be returned to regular duty one month after their second dose of vaccine has been](#)

received. However, all staff have to continue to exercise usual safety precautions to include hand washing, wearing of face covering, and keeping distance from others until further direction is received from the CDC.

Can staff on TJM receive the vaccine? Yes, HR should notify every staff person on COVID-19 related TJM when the vaccine becomes available and allow them the opportunity to receive the vaccine.

UPDATED 9-29-2021 - Can staff choose which vaccine they receive? We cannot ensure which vaccine an institution will have available. If staff wish to receive a vaccine that is not in stock at their institution, they are encouraged to obtain the vaccination through an outside provider.

UPDATED 9-29-2021 - Will this vaccine be mandatory for PHS officers? Yes. Guidance has been provided by Commissioned Corps Headquarters.

If staff are TDY, will they receive their dose at their TDY institution? Due to the need to receive the second dose of the same manufacturer, individuals are recommended to receive all doses at their home institution.

In such case, where you are getting vaccine from other than home institution, that particular staff will have VAMS file in both institution? (I.e. home and TDY institution VAMS?) Due to the need to receive the second dose of the same manufacturer, individuals are recommended to receive all doses at their home institution.

Can an employee from a nearby institution volunteer at a vaccination site and possibly get vaccinated also. This would have to be agreed upon between institution Wardens as a TDY. Due to the need to receive the second dose of the same manufacturer, individuals are recommended to receive all doses at their home institution.

Will the vaccine be offered to BOP contractors? Yes. All contractors working in a BOP-managed institution or administrative office may be vaccinated.

What should an institution do if a staff person gets their first dose at another location (health department, VA location, military base, etc.)? The staff person should bring in a copy of their vaccination card to be filed in their employee health record. Employees who receive their 1st dose at another location should go back to that same location to receive their 2nd dose.