



COVID-19 Vaccination Guidance

The University does not currently require employees to be vaccinated for COVID-19. We encourage members of our campus community to be vaccinated, and we acknowledge that some individuals have health conditions or other reasons why they cannot or will not do so.

Employees may be asked about their vaccination status as part of contact tracing efforts. All employees are encouraged to cooperate with these efforts in order to identify and reduce infection risks for members of our campus community or the surrounding area. In addition, there may be aspects of campus operations that make it relevant for supervisors to ask employees to voluntarily disclose their vaccination status. For example, federal health officials recently issued guidelines pertaining to fully vaccinated individuals (i.e., 14 days have passed since receiving your final dose of the vaccine) that relax certain requirements for quarantine, interactions in groups, venue capacity and travel restrictions. Supervisors should contact HR before asking these types of questions.

In order to implement COVID-related guidelines and policies affecting University operations:

Supervisors **may** ask questions such as:

- Are you willing to disclose whether you have been vaccinated for COVID-19?

Supervisors should **not** ask questions such as:

- When are you getting vaccinated?
- Why haven't you been vaccinated for COVID-19?
- Do you have a health-related reason for not being vaccinated?
- If you have been vaccinated, why aren't you returning to in-person work?

Supervisors should clarify how vaccination status is relevant to unit operations and ensure that employees who are not vaccinated (or who choose not to disclose their vaccination status) are not penalized or prevented from participating in the operations of the University. Additionally, if an employee has received an accommodation through HR and the supervisor is not sure whether the accommodation is still necessary, they should contact HR rather than taking it up with the employee directly.

As more members of our campus community and the surrounding region are vaccinated, and as local, state, and federal policy and public health guidance evolves, we will continue to update our guidance for the campus community.

Thank you for your ongoing understanding and patience as we continue to navigate this evolving guidance.

Resources

- [HR Website](#)
- [Employee Handbook](#)
- [COVID-19 Employee Resources](#)
- [Direct Deposit QRG](#)
- [Updating Personal Information QRG](#)

Contact Information

Human Resources
Department 3422
1000 East University Avenue
Laramie, WY 82071-3226

Hill Hall, 3rd Floor
Phone: (307) 766-2215
Fax: (307) 766-5607