



Final candidate guide to COVID-19 vaccination requirement

As government employees, many of us work directly with the public. The need for our services remains as urgent as ever during the pandemic, essential for the people we serve. Our work needs to go on. The key to ending the pandemic is for as many people as possible to be fully vaccinated. Following the actions of many other public and private employers, [King County requires all employees to be fully vaccinated](#).

Full vaccination against COVID-19 is now a condition of employment, unless a documented medical or religious exemption is approved and an accommodation has been granted. Only COVID-19 vaccinations authorized by the Center for Disease Control and Prevention (CDC) will be accepted. To be fully vaccinated, individuals must be at least two weeks past their final dose.

To be qualified for positions of employment at King County Executive Branch departments, final candidates must comply with the vaccination requirement or receive an approved exemption and be granted an accommodation.

If you receive a conditional offer of employment, take one of the following steps to meet the requirements of the proclamation:

If you are fully vaccinated

Communicate to your recruiter or your HR contact that you are fully vaccinated. Prior to your first date of employment, you will be provided with a link where you will submit your COVID-19 Vaccination Declaration with an attached **copy** of one of the following official documents:

- Your COVID-19 vaccination record/card
- A copy of your state vaccine record, or
- A verified medical record.

If you are in the process of getting vaccinated

Communicate to your recruiter or HR contact that you are in the process of becoming vaccinated. That individual may work with you to identify a start date that allows you to be compliant with the vaccine requirement or they may withdraw the conditional offer.

If you are requesting a medical or religious exemption

Communicate to your recruiter or HR contact that you wish to request a **medical** or **religious** exemption. You are allowed to request an exemption and if approved, to seek reasonable accommodation for medical or religious reasons as outlined below.

Medical accommodation: A request for an exemption from the vaccination requirement as an accommodation due to an underlying medical condition and/or disability that prevents the

individual from receiving an authorized COVID-19 vaccine. **A medical exemption request must be supported by a healthcare provider statement that includes the anticipated duration of the need for accommodation.**

Religious accommodation: A request for an exemption from the vaccination requirement as an accommodation based on a sincerely held religious belief, practice, or observance that prevents an individual from being vaccinated against COVID-19. Individuals requesting a religious accommodation are required to provide a statement explaining how their religious observance, practice or belief necessitates the request for accommodation and prevents the employee from receiving an authorized COVID-19 vaccination.