

[Print on Coloured Paper - Insert Address]

<<Name>>
<<Title>>
<<Company Name>>
<<Company Address>>
<<Company Address>>
<<Postcode>>

<<Date>>

Dear <<Insert Title & Name>>

Re: Legal requirement for care home staff to have the COVID-19 vaccine

As you may know, the government has announced that care home staff in England will be required by law to have the COVID-19 vaccine. The purpose of this letter is to update you on this change and how it may affect you.

The new law will apply to all care homes which are registered with the Care Quality Commission (CQC) for care of people in residential care or personal care.

The following staff will be required to have the COVID-19 vaccine:

- all workers employed by the care home or care home provider, full time and part time;
- those employed by the care home; and
- volunteers deployed to the care home;

You will not be required to have the COVID-19 vaccine if you are medically exempt from having the vaccine, and cover individuals who are at risk of severe allergic reactions to the vaccine.

The Health and Social Care Act 2008 (Regulated Activities) (Amendment) (Coronavirus) Regulations 2020 will require those who are medically exempt, will have to be fully vaccinated by this date, and are redeployed outside of the care home. If you are not fully vaccinated by this date, and are redeployed outside of the care home, we will need to be redeployed outside of the care home. If it is not possible, we may have no option but to terminate your employment.

We understand that the decision to have the COVID vaccine is a personal choice but, as an employer, we are required to operate with unvaccinated staff. We therefore urge you to take the necessary steps to secure your continued employment.

employment. You can make an appointment here: <https://www.nhs.uk/conditions/vaccination/book-coronavirus->

We would appreciate it if you could confirm your status once you have been vaccinated to <<state job title e.g. the HR Manager>> once you have received the first dose, and also after your second dose. This can be obtained via the NHS App or by accessing your NHS Status page on the NHS website: <https://status.service.nhs.uk/>.

If you have not yet had a first dose, you must elapse between the first and second doses before 11 November 2021.

If you are medically exempt from vaccination, please provide evidence of this.

Thank you for your continued support. Please contact me if you have any questions or concerns.

Yours sincerely,

<<Name & Title>>

For and on behalf of <<Company Name>>

COVID-19 vaccination
<https://www.nhs.uk/conditions/vaccination/book-coronavirus->

once you have been vaccinated to <<state job title e.g. the HR Manager>> once you have received the first dose, and also after your second dose. This can be obtained via the NHS App or by accessing your NHS Status page on the NHS website: <https://status.service.nhs.uk/>.

If you have not yet had a first dose, you must elapse between the first and second doses before 11 November 2021.

If you are medically exempt from vaccination, please provide evidence of this.

Thank you for your continued support. Please contact me if you have any questions or concerns.