

Instructions to Complete Flu Exemptions

The deadline to submit either a Medical or a Religious exemption application is found at the [Flu Vaccine Website](#) under “Important Dates.”

If you are applying for a **Medical Exemption**

The medical exemption strict criteria are history of Guillain-Barré Syndrome (a severe paralyzing illness) and anaphylactic type reaction to a previous flu vaccine. Employees requesting a MEDICAL exemption, must submit the following documentation to the Employee Health Office at flu@miami.edu:

1. A completed and signed **Influenza Vaccination Request for MEDICAL Exemption Form** by the employee and their healthcare provider.
2. Copies of medical record (progress notes, visit notes, ED notes) to support the information on the application form. *The complete medical record of the employee is not required - only that area of the medical record that is specific to contraindications to the Flu Vaccine.*

Questions regarding MEDICAL exemptions should be directed to Sandra Chen-Walta, ARNP at 305-243-3267 or flu@miami.edu

If you are applying for a **Religious Exemption**

Employees requesting an exemption based on religious belief must submit the following documentation to Workplace Equity and Performance (“WEP”) for review at wep@miami.edu:

1. A completed and signed **Influenza Vaccination Request for RELIGIOUS Exemption Form**.
2. A letter from a religious leader on official letterhead speaking to the employee’s religious affiliation, and/or,
3. A quote from a Religious text along with a letter from the employee explaining the relevance of the text supporting the employee’s beliefs.

Questions regarding RELIGIOUS exemptions should be directed to Mr. Roy Hinds, Director, Workplace Equity and Performance at 305-243-5518.