

UNIVERSITY OF BRITISH COLUMBIA



Department of Health Safety and Environment
Health Promotion Programs
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Vancouver, BC, Canada, V6T 1Z1
Fax: 604-822-0572
Website: www.hse.ubc.ca

September 28, 2007

Dear Department Head or Department Administrator,

Re: FLU SEASON: AWARENESS, EDUCATION, PROTECTION

With the fall colours presenting, we are all increasingly aware that the flu season will soon be upon us. As with all personal health matters of a public health nature, flu awareness, education and personal protection (such as practicing good personal hygiene and vaccination) are key components of the integrated approach that we must take to prepare for the 2007 flu season.

The UBC Department of Health, Safety and Environment has been liaising with other UBC departments to ensure our campus community is aware of and informed about steps we can all take to best protect our individual and collective health during the 2007 flu season.

A. Awareness / Education

While we may forward further information as we learn more about any public health challenge over the season, at this point, it is important that we raise awareness of how we can best protect ourselves and each other. We recommend that everyone practice good personal hygiene (and in particular frequent hand washing, protected coughing and sneezing, effective tissue disposal techniques and avoidance of contact with others if we are sick.) Further, we recommend that everyone consider being vaccinated against the flu.

We have created a flu information flyer and other educational resources that you may download from our website at: http://www.hse.ubc.ca/health_promotion/community_health/ch_flu.html.

At your earliest convenience, please post these in key places in your department and distribute these flyers to all your faculty and staff.

B. Flu Vaccination Options

The following is the option for faculty and staff flu vaccination at UBC:

Vaccination for Faculty and Staff in Department Clinics

In the interest of protecting employee health and minimizing the potential impact of absenteeism during the flu season, the department head or administrator can opt to organize either a department-funded or an employee-funded flu clinic:

Department-Funded Clinics	These are private clinics that the department head or department administrator funds for their employees. With funding approval, a department contact person is established who communicates directly with a private nursing agency such as Progroup or Travel Medicine & Vaccination Centre to provide these services for the department faculty or staff.
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Employee-Paid Clinics	With these clinics, the department does not fund the clinic, but the department contact person still organizes it. Individual employees pay for the vaccination to the department point person who is later invoiced by the agency.
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Two service providers are available to the departments:

- The Department of Health, Safety and Environment has arranged for a service package with Travel Medicine & Vaccination Centre. The cost is \$17.50 per dose per employee vaccinated (with a minimum of 10 attendees). The Travel Medicine & Vaccination Centre will provide either department-funded or employee-funded clinics. For employee-funded clinics, the department contact person will collect the fees from the employee, deposit them to a department account and pay the Travel Medicine & Vaccination Centre upon invoice.
- The Department of Health, Safety and Environment has arranged for a service package with the Progroup – Procure Health Services Inc. The cost is \$16.50 per employee vaccinated (with a minimum of 25 attendees per hour). The Progroup – Procure Health Services Inc. will provide either department-funded or employee-funded clinics. In the case of an employee-funded clinic, Progroup requests that a department contact person collect the fees, deposit them to a department account and pay Progroup upon invoice.

Department contact persons can contact the following to arrange clinics for their areas:

Travel Medicine & Vaccination Centre	Elsie Marie Valentino	evalentino@tmvc.com 604-678-1371
Progroup – Procure Health Services Inc.	Diana Leclaire	diana.leclaire@progrouphealth.com 604-525-1234

If you would like further information on the specific service packages that the Department of Health Safety and Environment has arranged with Travel Medicine & Vaccination Centre and Progroup- Procure Health Care Services, Inc., please email the Health Promotion Programs Secretary at hpp_secretary@hse.ubc.ca.

You (or your department contact person) are encouraged to contact the Travel Medicine & Vaccination Centre or Progroup - Procure Health Services, Inc. to arrange clinics as soon as possible.

Due to a limited supply of vaccine this year, clinics are filling quickly.

All persons coming for flu vaccination should wear loose or non-constricting clothing and/or short sleeves if possible. Participants need to be prepared to wait in the clinic for 15 minutes following the vaccination.

If you have any questions regarding the contents of this letter, please email the Health Promotion Programs office at hpp_secretary@hse.ubc.ca or contact Health Promotion Programs at 604-822-3101.

Sincerely,

Harro Lauprecht

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