



**HUMAN RESOURCES - EMPLOYEE RELATIONS**

**UNMC EMPLOYEE REQUEST FOR ADA (MEDICAL) EXEMPTION TO COVID-19 VACCINATION**

UNMC faculty, students, and staff must be fully vaccinated against COVID-19 by October 22, 2021. All employee requests for ADA (medical) exemptions from this requirement must be submitted via this form before September 15, 2021. <https://www.unmc.edu/news.cfm?match=27686>

If you are an employee and are requesting an ADA (medical) exemption, please complete this form and submit it to the UNMC HR- Employee Relations office at [EmployeeRelations@UNMC.edu](mailto:EmployeeRelations@UNMC.edu). A representative from Employee Relations will contact you about your request and will provide detailed instructions regarding next steps.

**Part 1 – To Be Completed by Employee**

Name: \_\_\_\_\_ Job Title: \_\_\_\_\_

UNMC Personnel # \_\_\_\_\_ Phone Number: \_\_\_\_\_

Email: \_\_\_\_\_ Department: \_\_\_\_\_

Supervisor: \_\_\_\_\_ Date of Request: \_\_\_\_\_

Reason for ADA (medical) exemption:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Part 2 – To Be Completed by Employee’s Physician**

Dear Medical Provider,

UNMC requires vaccination against COVID-19. The individual named above is seeking an exemption to this policy due to medical contraindications. Please complete this form to assist UNMC in the reasonable accommodation process.

The person named above should not receive the COVID-19 vaccine due to:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



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This exemption should be:

\_\_\_\_\_ Temporary, expiring on: \_\_/\_\_/\_\_, or when \_\_\_\_\_.

\_\_\_\_\_ Permanent

I certify the above information to be true and accurate, and request exemption from the COVID-19 vaccination for the above-named individual.

Medical Provider Name (print): \_\_\_\_\_ Date: \_\_\_\_\_

Medical Provider Signature: \_\_\_\_\_

Practice Name & Address: \_\_\_\_\_

Medical Provider Phone: \_\_\_\_\_

**HR USE ONLY**

Date Accommodation Request received: \_\_\_\_\_

Date Approved: \_\_\_\_\_

Describe specific accommodation details:  
\_\_\_\_\_

Date Denied: \_\_\_\_\_

Describe why accommodation is denied:  
\_\_\_\_\_

Employee Relations Representative Signature: \_\_\_\_\_ Date: \_\_\_\_\_