



## INFORMATION MEMO

<b>Title:</b> COVID Vaccine Interest for Human Service Workers	<b>Office/division:</b> Community Partnerships	
<b>Memo number:</b> IM-CP-2021-0002	<b>Program area:</b> Community Partnerships	
<b>Keywords:</b> COVID, COVID-19, vaccine, interest, Human services, Children's Hospital		
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### Intended recipients

County Directors of Human/Social Services

### Purpose

On February 26, Governor Polis announced that “frontline essential human services workers” will be included in Phase 1B.4 to receive the SARS-CoV-2 (COVID-19) vaccine. Children’s Hospital Colorado reports an ability to provide a large quantity of vaccines currently and throughout the winter and spring, and they have contacted the Colorado Department of Human Services to help coordinate a list of eligible human services staff so that when Phase 1B.4 commences, possibly as early as March 21, these human services staff can receive the COVID-19 vaccine at Children’s Hospital locations in Aurora and Colorado Springs.

CDHS will assist in coordinating information sharing between Children’s Hospital, county departments of human services and local human service agencies/organizations by managing and providing a statewide list of “frontline essential human services workers” to Children’s Hospital so that they can schedule appointments for such human services staff if they are interested in receiving the COVID-19 vaccine series.

### Action

For county departments of human services and related human service agencies/organizations that are interested in providing names and contact information of frontline essential workers, please have your interested staff individually [fill out this form](#) by **March 12, 2021**. Please inform your staff that by providing their name and contact information, they are authorizing your department and the Colorado Department of Human Services (CDHS) to share their information with Children’s Hospital Colorado for the development of a 1B.4 COVID-19 vaccine triage list.

In determining which staff are “frontline essential” workers, please consider the following examples of job categories. :

- Staff who are required to have face-to-face contact with clients are included in the 1B.4 designation, including:
  - Child Welfare Social Caseworkers and Supervisors serving in homes and in the community
  - Staff and contractors who coordinate and supervise parenting time of children in county custody or under protective supervision (visits between parents and children)
  - Adult Protection Services staff
  - Medicaid, TANF, CCCAP, Child Support, and other benefits Technicians who are required to provide in-person or drive-through services
- Staff employed at a department of human services who are required to maintain and serve in public buildings that serve clients are also included in the 1B.4 designation, including:
  - Front desk staff
  - Security staff
  - Custodial staff
- Staff who serve in a 24/7 congregate care facility are included in Phase 1B.4. Facility leads, please share [the form](#) with staff to fill out to be included on this list for Children’s Hospital.
- Staff who serve in an anti-domestic violence capacity as their profession, whether they’re stationed in a facility or serve the public directly, are eligible. Anti-domestic violence agency leads, please send [the form](#) to your staff to fill out to be included on this list for Children’s Hospital.
- Area Agencies on Aging staff who *interact directly with the public* in their role are also included in 1B.4. Agency leads, please send [the form](#) to your staff to fill out to be included on this list for Children’s Hospital.

\*This list is not exhaustive, so if your human services work qualifies under 1B.4 guidelines, please fill out the form to be included on this list for Children’s Hospital.\*

Personnel NOT included in Phase 1B.4 include the following. Please be aware that this guidance and vaccine opportunities change frequently and there may be several other avenues available:

- Administrative staff (human services and otherwise) who are NOT REQUIRED to have contact with clients or with the public do not fall within 1B.4 and are not eligible for this program.
- Foster parents/caregivers are not eligible for 1B.4 status under the “frontline essential human services workers” designation at this time.

CDHS will compile individual data into a master list which Children's Hospital will use to contact eligible staff when Phase 1B.4 starts, likely in late-March. Children's Hospital's two campuses (Aurora and Colorado Springs) will host these vaccination clinics and all interested staff will be personally responsible for coordination with and transportation to these sites. Please direct inquiries and questions to Laura Miller ([laura.miller1@state.co.us](mailto:laura.miller1@state.co.us)).

## FAQ's

### **What happens after I complete the Google Form?**

CDHS will compile names onto a master list and provide all of these names to Colorado Children's Hospital. Children's Hospital will maintain this list until Phase 1B.4 starts and then use this list to set appointments as vaccine supply develops.

### **How can I add new staff to the master list?**

This program is temporary and is only planned to be available in March of 2021. *Staff that are not entered on this county DHS list by the due date will need to explore other COVID-19 vaccination options.*

### **Who will call me for my vaccine appointment?**

After this Phase 1B.4 list is provided to Children's Hospital, the list is in their hands. They will coordinate all next steps and your appointment if you are eligible and there is sufficient supply.

### **How can I stay up to date with developments?**

CDHS will provide weekly updates at the Wednesday CDHS County call at 8am until this program has ended. Other questions and concerns can be sent to [laura.miller1@state.co.us](mailto:laura.miller1@state.co.us)

### **If I sign up for a vaccine at Children's Hospital, do I need to cancel other places in line with my primary care physician and/or other provider for the vaccine?**

No. Please utilize as many resources as you need up until the time you've received the vaccine.

### **If I sign up for this program, do I have to travel to a Children's Hospital clinic in Colorado Springs or the Denver metro area?**

Yes. If you are unable to travel please sign up instead with a different program that you can travel to.

### **Are there other programs that have the COVID-19 vaccine? If I'm a "Phase 1B.4" worker, do I have to use this program by Children's Hospital?**

Currently there are [numerous programs](#) that may be available to Coloradans wishing to receive the COVID-19 vaccine. This program with Children's Hospital is one of many. Please consult with your primary care physician and/or a local clinic for more information and guidance.

**When will Phase 1B.4 begin?**

It is estimated that Phase 1B.4 might begin as early as late-March. Because there are a high number of educational and child care staff in Colorado, estimates are difficult to make. Please visit <https://covid19.colorado.gov/vaccine> regularly for updates.

**What should I do if I work for CDHS and am a frontline essential worker?**

Please contact your supervisor and Division Director to let them know you are eligible and interested in this program.

**Attachments**

None.

**Supersedes**

N/A.

**Contact**

For more information about this memo, please contact Laura Miller, [laura.miller1@state.co.us](mailto:laura.miller1@state.co.us)

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