



Effective immediately, the District is providing a grace period for compliance with the vaccine mandate, [Board Policy 2900](#).

Employees have until 5 p.m., Wednesday, November 3, 2021 to provide proof of vaccination or submit an exemption, and complete a baseline test.

Students have until 5 p.m., Friday, November 19, 2021 to provide proof of vaccination or submit an exemption, and complete a baseline test.

Do not delay! This grace period provides adequate time to:

- create and complete your Cleared4 account
- upload your proof of CDC or WHO-compliant vaccination
- provide all other required information
- schedule your initial onboarding COVID-19 test.

CLEARED4 ACCOUNTS

All accounts previously deactivated due to lack of compliance or inactivity have been reactivated. Use the original unique link sent to you on or about September 7, 2021 to finish creating your account.

If you need your link re-sent to you or you are having any issues with your account contact Cleared4 Help Desk immediately at covidcolleges@biocept.com.

Emails sent to you by Cleared4 come from “no-reply@cleared4work.com.” These are legitimate emails. Read them and respond accordingly before deleting them. You must work directly with Cleared4 about your account. Do not waste valuable time contacting the District. Due to the volume of last-minute requests, it might take Cleared4 up to 48 hours or longer to respond to your request.

COVID-19 TESTING

If you currently are, or plan to be, in person at any District college or facility, for any reason whatsoever, you must comply with the baseline testing with Biocept as part of this process. Tests are free; there is no out-of-pocket expense to you, but your health insurance will help cover the cost of the test. There are no exceptions.

- **Fully Vaccinated**: You only need to do the baseline test once before the grace period expires.
- **Fully Vaccinated AND approved to work fully remote OR enrolled in classes in a fully remote environment**: You may delay the baseline test until your in-person status changes.
- **Approved Exemption AND will be in person, onsite**: You must test weekly with Biocept, scheduling weekly appointments through your Cleared4 account. You may [test](#) at any LACCD college or the District Educational Services Center.

EXEMPTIONS REQUESTS

The filing period to upload completed forms regarding medical or religious exemptions is also now extended through the grace period. Both the employee and student portals are reactivated for the forms.

Employees may access the Vaccination Exemption Request Forms for medical or religious reasons by going to the [Employee Portal](https://myportal.laccd.edu/iri/portal) (<https://myportal.laccd.edu/iri/portal>). Navigate to the “Covid Exemption Form” and following the instructions or other prompts. The only exemption requests to be considered are through the SAP portal.

Employees with approved exemptions agree to comply with the weekly testing requirement if they are in an on-campus assignment. Employees are required to communicate with Human Resources if there is a concern regarding their status.

Students may access the Vaccination Exemption Request Forms by going to the [Student Portal](https://mycollege.laccd.edu) ([MyCollege.laccd.edu](https://mycollege.laccd.edu)). Navigate to the COVID-19 Vaccination Exemption tile and follow the prompts. Select either the Medical or Religious Exemption Request.

Employees with questions may contact Human Resources at ESC-HR-COVID@LACCD.EDU

Students with questions may contact the Student Services Office at their home college.

ADA AND/OR RETURN-TO-WORK ISSUES

ADA or Return-to-Work issues may or may not be related to COVID-19 and compliance with [Board Policy 2900](#).

Employees must contact the District’s [Office for Diversity, Equity and Inclusion](#) for ADA and/or Return-to-Work issues, and do so immediately if related to Board Policy 2900

Students must contact college DSPS/OSS office for ADA issues.

ADDITIONAL INFORMATION

Go to the District’s COVID-19 [webpage](#) and to the most recent [Frequently Asked Questions](#) list.

Video links to the recent series of Chancellor Town Halls include:

[October 11 recording:](#)

[October 5 recording:](#)

[October 4 recording:](#)