



January 27, 2021

Dear faculty and staff,

Following our email of [Wednesday, January 13](#), and in last week's Community Conversation, we know that there are still many questions about COVID-19 testing and vaccination. I'll do my best to summarize our answers below:

Accessing Campus

Anyone coming onto a Pace campus or building on or after our January 19 campus reopening must first:

- Take a PCR test within seven days prior to your campus entry date;
- Receive a negative result on that test;
- Upload that negative result to the [confidential Patient Portal](#); and
- Receive confirmation that you are clear to enter campus.
- Complete the [Pace Safe app](#), as usual, on the day you plan to enter the campus.

For example, if you plan to come to campus for the first time this semester on February 10, you must take a PCR test on or after February 3, receive a negative result, upload that result to the confidential Patient Portal, and receive approval to come to campus.

Remember:

- Test results may take several days to arrive, and while in most cases the Patient Portal has been returning confirmations in a matter of hours, that step could also take up to 72 hours.
- A test taken more than 7 days prior to your first campus arrival will be invalid, and you will have to restart the process. This applies even if your plans change and you do not make your first campus visit as planned.
- A negative test result must be uploaded to the Patient Portal to be valid. If you do not upload your result, you'll have to restart the process.

You will not be permitted access to any Pace facility without approval to enter – NO EXCEPTIONS.

Vaccine Eligibility and Distribution

We know you are all eager to get vaccinated, and we know you are seeking clear guidance on when and how vaccination will proceed. The process is still in its infancy, and there are a lot of answers we don't have. Here's what we can tell you now:

- In New York State, both in-person college instructors and those over 65 years of age are eligible to receive the vaccine. [Other categories are eligible as well](#), including front-line healthcare workers. The guidelines vary from state to state. New York appears to permit those who either live or work in the state to be vaccinated here.

- As news reports make clear, the supply of vaccines is very limited. While you may be eligible for vaccination, it may be very difficult to find an available dose and appointment.
- Vaccines are being offered by a variety of organizations—federal, state, and local governments, hospital systems, pharmacy chains. There is no centralized signup system. Be diligent, try every sign-up for which you're eligible, and keep trying.
- If proof of employment is required, your Pace ID and most recent pay advice (available from the [Pace Portal](#)) will be sufficient.
- If you do receive the vaccine, you should upload your proof of vaccination to the [confidential Patient Portal](#).
- Pace does not have a supply of vaccines to distribute to our community. We have submitted an application for vaccine doses, but we do not know if or when it will be approved. We will let you know when we have any further information.

Here are some helpful links for vaccine information and registration:

- [New York State COVID-19 Vaccine Eligibility](#)
- [New York City COVID-19 Vaccine Finder](#)
- [New Jersey COVID-19 Information Hub](#)
- [Connecticut COVID-19 Response](#)
- [Montefiore COVID-19 Resource Center](#)
- [Mount Sinai Vaccine Appointment Information](#)
- [NewYork-Presbyterian COVID-19 Vaccine Distribution](#)

We know the vaccination process is frustrating, and we hope there will be clearer direction soon. As we get more information, we will share it with you immediately. In the meantime, please continue to adhere to all University [safety protocols](#) as well as the 25% maximum capacity guidelines, and, if you're eligible, try your best to get a vaccine.

Thank you for your cooperation, patience and continued hard work. If you have any further questions, please contact employeerelations@pace.edu.

Sincerely,

Matt

Matt Renna
Vice President, Human Resources