

Dear _____ ,

In compliance with Oregon law, OHSU's COVID-19 vaccination policy will be effective on **Oct. 18th, 2021**. This policy includes individuals coming from your institution/organization.

The individuals are listed below:

- Applicant name & email address
- Applicant name & email address

OHSU is requiring that the applicant's sending organization/home institution to fill out the attestation on behalf of the individuals listed above. You can complete this by following the instructions below:

1. Please follow [this link to review the attestation form.](#)
2. For multiple applicants **coming from the same sending organization or home institution**, an excel spreadsheet, containing the applicant names and email address, can be uploaded to the attestation form.
3. You will need to acknowledge that the *"Authorized Representative certifies, on behalf of the Organization, that the responses provided on this form are complete, accurate, and not misleading."*
4. At the bottom of the attestation form, please click the checkbox to receive a copy of this attestation form. Please forward the copy email to _____ to confirm that this has been completed.
5. Any applicants without completed attestations submitted by the October 18th deadline will be deactivated by OHSU.

Best,