

***You are automatically entered into the drawing once you have received your first dose of the COVID-19 vaccine.***

## **Rules & Eligibility**

- A \$1,000 drawing will occur **every weekday** between Wednesday, February 10 and Friday, May 28.
- If you have already received at least one dose of the COVID-19 vaccine, you are automatically eligible.
- Texas Children's employees, up to and including the director level, are eligible for the drawing once they have received their first dose of the vaccine, or have completed the required steps for a medical or religious declination.
  - Physicians and executives are not eligible.
- Employees are only eligible to win once.
- Winners must receive **both doses** of the vaccine to receive the \$1,000. To learn more on when payouts will occur, please refer to the below dates. The payout will be delayed until the next payout date if the employee is delayed on receiving the second vaccine dose.
- Winners must pay all applicable taxes on their payout amount.
- Winners must be employed on the date of the payout. If an employee leaves Texas Children's between date of winning the drawing and payout date, he or she will not receive the payment.
- Drawing payouts for March winners will receive payouts on April 26, April winners will receive payout on June 4, and May winners will receive payout on July 2, 2021. The delay is to allow for winners to receive their second dose. Any employees who have not received their second dose 7 days prior to the payout dates above will receive their payout at a later date.
- Medical or Religious Exemptions:
  - Texas Children's recognizes that certain religions or rare medical contraindications could prevent an employee from getting a vaccine. If this is the

case, you must fulfill the exemption requirements to be eligible for the drawings, specifically the [declination form](#) required by Employee Health. **This form should be completed by February 19 to be eligible for the drawing.**

- We also recognize that data regarding COVID-19 vaccination in pregnancy is incomplete. The American College of Gynecology and the Society for Maternal Fetal Medicine both support pregnant women getting vaccinated, and encourage pregnant women to discuss vaccination with their physicians. If, after discussing this decision with her physician, a pregnant employee elects not to take the vaccine, she may also **submit a request for medical exemption by February 19 to be eligible for the drawing.**
- Please complete the [declination form](#) for medical or religious reasons only. For instructions on accessing our Employee Health & Wellness Portal, click [here](#).
- If you received your COVID-19 vaccine at any location other than Texas Children's, you will need to submit your documentation showing you received the vaccine to [employeevaccines@texaschildrens.org](mailto:employeevaccines@texaschildrens.org). Your documentation must be in a PNG, PDF or JPG file. It should also include your name, date of birth, the date you received the vaccine, the manufacturer and lot number, the site given, the name of the person administering the vaccine and a contact phone number. You will be eligible to participate in all drawings following verification by employee health.
- Questions should be directed to the Employee Support Center at 832-826-4600 or [hremployeesupportcenter@texaschildrens.org](mailto:hremployeesupportcenter@texaschildrens.org).

As a recap:

If you...	Then you are
Received your first dose of COVID-19 vaccine by Friday, February 5	Eligible for all drawings between Wednesday, February 10 and Friday, May 28
Receive your first dose of COVID-19 vaccine between February 8 and May 28	Eligible for all drawings beginning the next weekday following your first dose
Provide documentation that you received both doses of the vaccine at an outside location	Eligible for all drawings beginning the next weekday following verification by Employee Health
Complete the declination form in the Employee Health and Wellness Portal by February 19	Eligible for drawings once submitted and verified by Employee Health