



BC Vaccine Card Verification Guide

Verifying BC Proof of Vaccination

Starting Sept. 13, 2021 some employees/volunteers will be required to check a person's proof of vaccination. The proof of vaccination requirement applies to all people born in 2009 or earlier (12+). As with other B.C. Colleges, proof of vaccination is not required to attend in-person classes, seminars or tutorials (including academic field trips/field work), or to access on-campus cafeterias or food service vendors. If you are unsure about proof of vaccination requirements for your service, event or business, contact the College's [Occupational Health and Safety department](#). You can also refer to the province's [BC Vaccine Card PowerPoint](#) and the [guide](#) for businesses.

Should an activity require proof of vaccine here's what you'll need to know: Starting Sept. 13, you must verify that people have at least one dose of a COVID-19 vaccine. By Oct. 24, you must verify that people are fully vaccinated.

Step 1: Verify proof of vaccination

You have 2 options to verify proof of vaccination:

- use the BC Vaccine Card Verifier app
- verify proof visually

Using the app to verify QR codes

1. Download the free BC Vaccine Card verifier [app](#) to your device (or check that it's been pre-installed if using an OC-issued device).
2. Open the app.
3. You may need to allow it access to your device's camera.
4. Scan a person's BC Vaccine Card QR code.

The person will have it on their phone or on a piece of paper. The app will verify their proof of vaccination:

- Partially vaccinated (accepted Sept. 13 to Oct. 23)
- Fully vaccinated

Visual verification

You can perform a visual verification. On a person's BC Vaccine Card, make sure their name and vaccination details are visible.



Step 2: Review ID

After verifying proof of vaccination, you must also review ID. By reviewing ID, you match the name listed on the BC Vaccine Card or other form of proof of vaccination with the person you're verifying.

You don't need to check ID for youth aged 12 to 18.

Accepted forms of valid government photo ID, for example:

- B.C. driver's licence or BC Services Card
- passport

When names don't match

Some people may have their legal name on their vaccine card and a preferred or common name on their ID. You may also ask for a secondary piece of ID and use discretion.

Verifying out-of-province proof of vaccination

You may have people who aren't from B.C. accessing your events, services and businesses. They must follow the same requirements and provide proof of vaccination and ID.

Follow the same 2 steps, verify proof of vaccination and review ID for a name match.

People from other provinces or territories

People from other Canadian provinces or territories must show:

- Provincially/territorially officially recognized vaccine record
- Valid government photo ID

International visitors

International visitors must show:

- Proof of vaccination they used to enter Canada (like ArriveCAN)
- Passport

What to do if someone is unable to provide proof of vaccination

- Inform them that, following the current Provincial health orders, we cannot permit them access without proof-of-vaccination.
- Remind them that Okanagan College is doing its part to keep everyone on our campuses safe and healthy.
- If there is another means of accessing the service, such as take-out dining or online access to the event or service, suggest these options and alternatives.
- Confirm that we have a current cell phone number and email address and that they will be contacted by a representative of the Regional Dean's or Director's office to discuss how we might accommodate their service needs. Do not engage in discussions that focus on the individual's social or political objections to vaccines or the provincial proof-of-vaccination order.
- If the person still refuses to leave contact Security (extn: 6699) as a last resort. In Salmon Arm or Revelstoke contact the main office during the day and extn: 6699 for after hour support.
- If a situation escalates and is potentially unsafe, leave the area and notify nearby employees and students to do the same.

REMEMBER:

- The proof-of-vaccine order is a provincial decision and bears the weight of law.
- Avoid raising your voice if a confrontational situation develops.
- Absolutely refrain from physical contact. Safety – yours, fellow employees' and students' – is paramount.
- If the situation escalates, know who to call and if a manager is unavailable immediately, inform the individual you are going to call the RCMP and OC Security.
- Immediately document the incident in objective, non-emotional language and ensure your supervisor or manager is notified.
- Be calm, be kind, and be safe.