

# Contingent worker badge and access guidelines

- Contingent workers are **individuals who provide a service** to MD Anderson.
- Refer to the categories below** to determine the type of badge and vetting process required.
- Visit the [COVID-19 Entry Screening and Operations page](#) for **details on registering invited visitors** (research collaborators, final stage recruits, external speakers, philanthropic donors, etc.) to an MD Anderson campus for business reasons.

Category	Definition	Badge and access requirement
<b>Recurrent contingent worker</b>	<ul style="list-style-type: none"> <li>Works onsite to provide a service to MD Anderson</li> <li>Has a defined daily, weekly or monthly schedule</li> </ul>	<ul style="list-style-type: none"> <li>Departments must go through the <a href="#">current institutional badge and vetting process</a> and individual workers will be issued an MD Anderson badge upon approval.</li> <li>Must have submitted documentation showing full vaccination or an approved exemption from your agency in order to receive an MD Anderson badge.</li> </ul>
<b>Intermittent contingent worker</b>	<ul style="list-style-type: none"> <li>Works onsite providing a planned service in patient care area or works in non-patient care areas at MD Anderson locations for a defined time period that is <u>three (3) or more consecutive days</u></li> <li>Does not have a monthly or more frequently recurring basis.</li> </ul>	<ul style="list-style-type: none"> <li>Required to <a href="#">register with GHX Vendormate</a> and receive a digital badge prior to reporting to work location.</li> <li>Must submit documentation to GHX Vendormate showing full vaccination in order to receive approval to work onsite at MD Anderson.</li> <li>Must show digital badge to department/employee contact and receive a temporary badge to work on campus. Departments should follow <a href="#">current institutional badge process</a> for requesting a temporary badge.</li> <li><b>Exemptions from the CMS Vaccine Rule will not be available</b> from MD Anderson for intermittent contingent workers. If you believe you do extensive work for MD Anderson, work closely with MD Anderson management, and want your position considered as being available for an exemption, please have your agency contact MD Anderson with details about the services you provide to <a href="mailto:myHR@mdanderson.org">myHR@mdanderson.org</a> and put "Visitor Management" in the subject line.</li> </ul>
<b>Ad hoc contingent worker</b>	<ul style="list-style-type: none"> <li>Works onsite providing a service to MD Anderson as needed in unplanned, emergency situations or in non-patient care areas for less than three consecutive days.</li> <li>Does not have a defined schedule of ongoing frequency that calls for monthly or more frequent onsite visits.</li> </ul>	<ul style="list-style-type: none"> <li>Temporary, paper badges must be provided to any ad hoc contingent worker when they arrive on campus.</li> <li>Departments should follow <a href="#">current institutional badge process</a> for requesting a temporary badge.</li> </ul>
<b>Remote contingent worker</b>	<p>Non-badged contingent workers who work 100% remotely and will never have a reason to be onsite at any MD Anderson location to perform their job.</p>	<ul style="list-style-type: none"> <li>No vaccination documentation required.</li> <li>Current procedures and policies should be followed for system access as needed.</li> </ul>