

Policy 8.24

POLICY TITLE: COMMUNICABLE AND TRANSMISSIBLE DISEASE CONTROL	POLICY #8.24	
Topic Area: HUMAN RESOURCES	Page 1 of 2	REVIEW DATES
Applies to: LRE Employees	ISSUED BY: Chief Executive Officer	
Developed and Maintained by: LRE CEO, LRE HR Coordinator	APPROVED BY: Board of Directors	
Supersedes: N/A	Effective Date: 5/17/18	Revised Date:

I. POLICY

- A. Lakeshore Regional Entity (LRE) is committed to providing fair and equal employment opportunities for all individuals, including those who have been exposed to communicable and/or transmissible diseases. It is also committed to provide a safe workplace and environment by appropriately protecting the health and well-being of all employees.
- B. The LRE will not discriminate against any job applicant or employee based on the individual having a communicable disease.
- C. The LRE is legally and ethically required to refrain from releasing any information pertaining to a person diagnosed as having a serious medical illness. Knowledge of any person so affected will be confined to those persons with a direct need to know.
- D. The LRE is committed to compliance with all applicable federal, state, and local statutes and regulations.

II. PURPOSE

To establish policy and procedure for handling employees with a communicable and/or transmissible disease in a manner fair to the affected employee and to provide a safe work environment for all employees.

III. APPLICABILITY AND RESPONSIBILITY: All staff members, volunteers, and interns.

IV. MONITORING AND REVIEW

The LRE shall review at least annually, and as necessary, to maintain an adequate and acceptable standard of compliance and oversight as a Prepaid Inpatient Health Plan.

V. REQUIRED BY: Occupational Safety and Health Act of 1970

VI. DEFINITIONS

- A. **Communicable Disease** – an infectious disease transmissible by direct contact with an affected individual or the individual's discharges or by indirect means (as by a vector) and that poses a threat to co-workers or others.
- B. **Transmissible Disease** – A disease not easily spread by casual contact but which may be bloodborne, transmitted sexually or through other bodily fluids, or transmitted in other ways that poses only a limited threat to co-workers or others.

- C. **Contagious Disease** – is a subset category of transmissible diseases, which are transmitted to other persons, either by physical contact with the person suffering the disease, or by casual contact with their secretions or objects touched by them or airborne route among other routes.
- D. **Non-communicable Disease** – A medical condition or disease not caused by infectious agents and not considered transferable from person to person that poses no threat to co-workers or others.

VII. PROCEDURES

- A. An employee is required to report any exposure to a contagious disease that might pose a direct threat to health or safety in the workplace. An employee who fails to do so is subject to discipline, up to and including discharge.
- B. An employee who has a communicable, transmissible, or non-communicable disease, as determined by medical certification, may elect to utilize paid leave time or other pay benefits in accordance with LRE policies.
- C. An employee who has a communicable or transmissible disease that poses a threat to other employees may be required to utilize paid leave time and/or leave without pay until the threat is removed. The employee may also be required to undergo a fitness-for-duty examination, to provide a fitness-for-duty certificate from a physician, or to state the risk of exposure in the workplace with regard to his or her contagious illness prior to being permitted to return to work.
- D. The LRE may remove or reassign an infected or contagious employee to other work or to other work areas to reduce or remove the threat posed to the employee, co-workers, or others.
- E. An employee who refuses to work with or perform services for a person known or suspected to have a contagious disease that does not present a current direct threat in the workplace is subject to discipline, up to and including discharge.
- F. Each situation will be evaluated based on the particular case, taking into consideration the desires and rights of the employee, the safety of the workplace, and the needs of the LRE.
- G. Supervisors will instruct employees about any special precautions necessary in individual work areas.
- H. An employee concerned about being infected with a contagious disease while in the workplace should convey this concern to his or her supervisor.

VIII. RELATED POLICIES AND PROCEDURES

N/A