

COMMUNICABLE DISEASES - STAFF

1.0 **Health Education.**

Accurate information regarding medical conditions is the cornerstone of an appropriate response to an ill employee. In cases where there is public concern regarding a particular disease the Chief Human Resources Officer will provide appropriate information to administrators regarding the condition, its impact on affected individuals and research findings relative to the risks to others.

2.0 **Identification of Ill Employees.**

Employees affected by a communicable or life threatening disease will be identified through self-report or on the basis of the District having reasonable cause to suspect that a staff member is ill. Reasonable cause would exist in, but is not limited to, situations where the employee's health is observed to be deteriorating to the point of interfering with the performance of his/her duties, the employee displays persistent physical symptoms of illness or where there is similar reasonable evidence of the existence of such disease. If a supervisor has been informed or has reasonable cause to believe that an employee is affected by a communicable or life-threatening disease, the supervisor shall promptly notify the Chief Human Resources Officer.

3.0 **Determination of Fitness for Continued Duty.**

If there is reason to believe that the employee's physical or mental health is potentially detrimental to the welfare of students or other employees, the Chief Human Resources Officer may require that the employee submit to an appropriate medical examination, with the cost of this examination borne by the District. This examination will include appropriate medical tests and additional documentation of the staff member's condition relative to fitness for employment involving contact with students and other employees and his/her ability to carry out assigned duties. During the time in which medical examination and determination of fitness for employment are being conducted, the employee may be suspended with pay by the Chief Human Resources Officer. Recommendations regarding the employee's fitness for continued duty and contact with students and other staff shall be made on a case by case basis by the Chief Human Resources Officer.

4.0 **Provision for Return to Duty.**

If an ill staff member is determined to be fit for continued duty, the supervisor shall be informed of the employee's medical condition, the reasonable accommodations/precautions, if any, to be observed in the work setting, and any factors that would warrant the reconsideration of continued duty. A regular schedule of medical examinations may be required.