



ADMINISTRATIVE PROCEDURE

TITLE: Communicable Disease – Employees

ADMINISTRATIVE PROCEDURE # 7330 *(was 309.01 Employee Procedures)*

RELATED TO POLICY # 7330 COMMUNICABLE DISEASE - EMPLOYEES

- A. Serious communicable diseases have the potential to affect everyone in the learning and working environment. The College expects that employees will be sensitive to symptomology and utilize sound judgment in determining their level of illness, following guidelines provided by their health care providers and official public health information. UCC will follow current public health guidelines.
- B. UCC does not discriminate against any job applicant or employee based on the individual having a communicable disease. Applicants and employees shall not be denied access to the workplace solely on the grounds that they have a communicable disease. The College reserves the right to exclude a person with a communicable disease from workplace facilities, programs and functions if the organization finds that, based on a medical determination, such restriction is necessary for the welfare of the person who has the communicable disease and/or the welfare of others within the workplace. Human Resources will determine compliance with respective CBA's regarding absences from work.
- C. The College reserves the right to require a medical examination of an employee by a physician appointed by the College to determine fitness for duty and to ensure that the illness does not pose a direct threat to others. Any required medical exam or procedure required by the College will be at the expense of the College.
- D. An individual's health condition is personal and confidential. Every effort will be made to ensure procedurally sufficient safeguards to maintain the personal confidence about persons who have communicable diseases. UCC will comply with all applicable statutes and regulations regarding the confidentiality of medical information. Information shall not be released without permission of the employee except as permitted by law.
- E. In the event of a communicable disease at UCC, the college will work with the local health department and follow all local health department recommendations and regulations as applicable.

F. Employees in allied health programs are subject to additional requirements in the event of exposure to a communicable disease. These protocols are maintained at the departmental level.

Definition:

“Communicable disease” means an illness caused by an infectious agent or its toxins that occurs through the direct or indirect transmission of the infectious agent or its products from an infected individual or via an animal, vector or the inanimate environment to a susceptible animal or human host.

RESPONSIBILITY:

The Director of Human Resources is responsible for implementing and updating this procedure.

NEXT REVIEW DATE: 2026-27
DATE OF ADOPTION: 5/24/2022 by CC
DATE(S) OF REVISION:
DATE(S) OF PRIOR REVIEW: