

SUBJECT: EMPLOYEES WITH DIAGNOSED OR
SUSPECTED COMMUNICABLE DISEASES

EFFECTIVE
DATE: 08-27-02 (replaces 10-15-98)

APPROVED BY:

Reviewed (no changes): 03-25-05 08-17-08
03-23-10

Executive Director

POLICY

It is the policy of McIntosh Trail Community Service Board to reduce transmission of infection between employees and consumers. Employees will report communicable diseases and be evaluated prior to reporting to work.

PROCEDURE

Employees will report their own diagnosed or suspected communicable diseases to their immediate supervisor.

1. Conditions requiring evaluation:

Employees with the following conditions must be evaluated by a physician or by their supervisor before reporting for work:

- a. Any cutaneous or subcutaneous exudative lesion that is open, weeping, or draining;
- b. Any condition that causes purulent discharge from the eyes, ears, nose, or throat;
- c. Any upper respiratory infection in personnel who work with immuno-compromised consumers;
- d. Nausea and vomiting, acute diarrheal diseases and/or undiagnosed jaundice;
- e. Any one of the following known acute infectious diseases:
 1. Campylobacteriosis
 2. Chickenpox
 3. E. coli 0157:H7
 4. Encephalitis, viral
 5. Hepatitis A, B, C
 6. Herpes zoster (localized)
 7. Impetigo (untreated)
 8. Influenza
 9. Meningococcal disease
 10. Mumps
 11. Pertussis
 12. Rubella
 13. Rubeola
 14. Salmonellosis

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PROCEDURE (CONTINUED)

15. Shigellosis
16. Strep infection (untreated)
17. Tuberculosis (untreated)

Employees may be reassigned, if necessary, to non-consumer areas.

2. Chronic Infectious Diseases

Employees with chronic potentially transmissible infectious diseases (e.g., HIV infection (AIDS), chronic Hepatitis B infection) are required to inform the Infection Control Nurse or Medical Director within a reasonable time period in order to receive information regarding optimal clinical practices for both their own protection and the protection of consumers.

3. Acute Infectious Diseases

- a. Any employee with a suspected highly contagious serious disease or confirmed communicable disease will report such to their immediate supervisor, and the employee will be advised to see his/her personal physician.
- b. The employee will not be permitted to work during the infectious stage.
- c. The facility director will report any confirmed serious communicable disease to the Infection Control Nurse. An Infection Control Report Form (attached) will be filled out and sent to the Medical Director for review. The Medical Director will report the appropriate statistics to the Health and Safety Committee. The Infection Control Report will be filed in the Area Director's office.

4. Policies

The following policies are defined in writing and are located in this section:

- a. Employee Exposure to Blood and Other Potentially Infectious Body Substance;
- b. Employee Tuberculin Program;
- c. Employee Immunization Program.

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PROCEDURE (CONTINUED)

5. Reporting a Potential Exposure to a Biological Hazard:
 - a. Employees should report the incident to their supervisor.
 - b. Employees should complete a Serious/Unusual Incident Report, if appropriate.
 - c. The supervisor will evaluate the incident and consult with the Infection Control Nurse or a physician, as appropriate.
 - d. Infection Control Nurse or a physician will determine if a significant exposure has occurred; Infection Control Nurse and/or a supervisor may refer employee to appropriate physician for treatment and/or prophylaxis.

Reference: JCAHO Chapter IC

MCINTOSH TRAIL COMMUNITY SERVICE BOARD

INFECTION CONTROL REPORT
for Employees

Service
Area: _____

Staff
Name _____

Age _____ Sex _____ Diagnosis Name of Infection _____

Report of
Infection _____

Current Treatment (if any): _____

Supervisor's
Signature _____ Date _____

Report should be sent to Medical Director within 24 hours for review. Appropriate statistics will be reported to Safety & Health Committee by the Medical Director.

MEDICAL DIRECTOR'S REVIEW AND RECOMMENDATIONS: _____

Medical Director's Signature

Date