IDaho State University
Policies and Procedures (ISupp)
Communicable Disease Policy
Policy #5020

Policy Information
Major Functional Area (MFA): Office of the Vice President for Student Affairs
Policy Title: Communicable Disease Policy
Responsible Executive (RE): Vice President for Student Affairs
Sponsoring Organization (SO): Office of General Counsel and Compliance
Dates: Effective Date: April 27, 2015
Revised: February 2, 2017
Annual Review: February 2, 2018

I. INTRODUCTION
Idaho State University (ISU or University) is committed, insofar as possible, to provide a working and educational environment free of health hazards to its Faculty, Staff, and Students, as well as visitors.

II. POLICY STATEMENT
It is the policy of ISU to safeguard the welfare of Faculty, Staff, Students, and Campus Residents while maintaining the operations of the University in an effective and efficient manner in the event a member of the University community has a Communicable Disease.

ISU will address issues involving Communicable Diseases in a sensitive and responsible manner, with concern for the rights and welfare of Faculty, Staff, and Students. The confidentiality of information regarding individuals afflicted with a Communicable Disease will be respected. All medical records and the patient information contained therein will be handled in accordance with the Health Insurance Portability and Accountability Act (HIPAA) and the Family Educational Rights and Privacy Act (FERPA). However, Idaho law requires medical care providers to notify public health officials of any disease on the Idaho Reportable Disease List (see Related Information).

ISU will not unlawfully discriminate in policy or practice, including admissions and employment policies, against individuals who have, or are considered to be at risk for, Communicable Diseases. Discrimination against and/or harassment of Faculty, Staff, or Students may result in disciplinary action.

As long as medical evidence supports, with reasonable medical certainty, that a particular disease is not communicable by the casual contact normally found in the workplace and/or classroom, the workplace and/or classroom will not be considered hazardous as a result of the presence of an afflicted Faculty member, Staff member, or Student.
III. AUTHORITY AND RESPONSIBILITIES

In the case of a public health emergency, ISU will adhere to any orders of the State of Idaho or local or national health agencies, such as the Centers for Disease Control (CDC) to prevent transmission of a Communicable Disease. The University President has the authority to make emergency closing decisions that he or she deems appropriate.

The Medical Director of the University Health Center is responsible for tracking Epidemics, Pandemics, and Outbreaks of significant Communicable Diseases that are noted anywhere in the world.

The Medical Director is the University lead on all health matters as it relates to Faculty, Staff, Students and Campus Residents, including Communicable Diseases. After receiving a report of a Communicable Disease, the Medical Director will initiate an investigation to determine the validity of the information. If the report is verifiable and the Medical Director determines the Communicable Disease poses a serious threat to the health of the University community, the Medical Director shall convey the necessary information to the Provost, Vice Presidents for Finance and Administration and Student Affairs, and the Office of General Counsel. The Medical Director will notify the Idaho Public Health Department and work with them to provide appropriate diagnostic, prophylactic, and therapeutic measures for the affected individual(s).

Individuals who know or have reason to believe they are infected with a Communicable Disease have an ethical obligation to conduct themselves in ways that minimize the exposure to protect themselves and others.

Faculty and Staff:

- Must notify their supervisor as soon as reasonably practicable whenever they will be absent from work due to illness;
- Are encouraged to refrain from self-diagnoses and seek professional medical attention, counseling, and education;
- Should indicate to their supervisor if the illness has been diagnosed as being a Communicable Disease;
- May be required to present a Health Care Provider’s note releasing them to return to work.

Students:

- Are responsible for their health (and their dependent(s) health, if living on campus), and for seeking medical attention when ill;
- Are encouraged to refrain from self-diagnoses and seek professional medical attention, counseling, and education from the University Health Center;
- Must request their Health Care Provider (if other than the University Health Center) to immediately notify the University Health Center if they or their dependent, if living on campus, is diagnosed with a Communicable Disease;
• Are responsible for notifying professors of the need to miss class and make up their work as appropriate.

Faculty, Staff, Students, and Campus Residents who know they are infected with a Communicable Disease are encouraged to share that information with the University Health Center so the Medical Director can assist in the appropriate response to their health and employment or educational needs and can recommend any reasonable accommodations as necessary.

Any Faculty, Staff, Student, prospective Student, volunteer, or visitor who knowingly arrives from a country for which the CDC has issued a Travel Health Notice; Warning Level 3 must contact the University Health Center for medical clearance before being allowed on campus to live in student housing, attend classes, work, or participate in other campus activities.

The University Health Center may not refuse to treat a patient whose condition is within their realm of competence solely because the patient has a suspected or confirmed Communicable Disease.

IV. DEFINITIONS

Campus Resident: any person living in campus housing, including dependent(s) of a Student.

Communicable Disease: an infectious disease that is spread from person-to-person. Of particular concern to the health of the University community are diseases spread through casual contact, food or water transmission, or respiratory droplet (spray from sneezing, coughing, spitting, singing, or talking, etc.) Communicable Diseases covered by this policy are those that may significantly threaten the health of the University community including, but not limited to Hepatitis A, Pandemic Influenza, Meningitis (viral and bacterial), Rubella, Mumps, Rubeola, Smallpox, Pertussis, cholera, diphtheria, norovirus, and Tuberculosis. Other less serious infectious diseases, including, but not limited to Varicella (chicken pox), influenza, pneumonia, mononucleosis, STDs, and MRSA skin infections will be handled on a case-by-case basis.

Epidemic: The occurrence of more cases of disease than expected in a given area or among a specific group of people over a particular period of time.

Faculty: a person who is responsible for the teaching of a class or laboratory or other instruction. These terms include professors regardless of rank, instructional staff, graduate assistants, visiting lecturers, and adjunct or visiting faculty.

Health Care Provider: a physician, nurse practitioner, or physician’s assistant.

Isolate/Isolation or Quarantine: sequestration of an individual from contact with the University community in order to prevent spread of a Communicable Disease. This will be used on a case-by-case basis after consultation with health care providers, the Medical Director, the Idaho Health Department, and other medical specialists.

Outbreak: the sudden rise in the incidence of a disease, especially a harmful one.

Pandemic: a very extensive Epidemic that is prevalent in a country, continent, or the world.
Staff: an employee whose principal appointments are other than Faculty.

Student: individuals who are enrolled in and physically present in any class or course at any ISU campus. This does not include distance learners who are exclusively online Students and are not physically present on an ISU campus.

V. PROCEDURES TO IMPLEMENT
A. Treating Students with Communicable Diseases:

1. When the University Health Center is notified that a Student may have a Communicable Disease, the Vice President for Student Affairs will be notified.

2. As medically indicated, the University Health Center shall examine the Student suspected of having a Communicable Disease and determine appropriate medical care based upon current medical science. The Medical Director will work with the Idaho Health Department and officials at ISU to acquire a list of possible persons at risk for that Communicable Disease.

3. The Medical Director shall determine if the Student or Campus Resident should be Isolated, Quarantined, return home, be sheltered in place on campus, or be transferred to the hospital. The Vice President for Student Affairs shall coordinate services needed for a Student who is sheltered in place while maintaining confidentiality to the extent possible. The University President shall be informed and determine what information, if anything, is released publicly.

4. Before a Student or a Campus Resident can be discharged from Isolation or Quarantine and return to normal activity, no matter where he or she is convalescing, the Medical Director must certify that the Student or Campus Resident is no longer infectious to others and that he/she presents an acceptable risk to the university community.

B. Managing Employees with Communicable Diseases:

1. An employee who has a confirmed Communicable Disease must report that information to his/her immediate supervisor or to the Director of Human Resources for the health and safety of the University community. The employee is expected to remain off work until the risk of infecting others has ended and he/she has been released to work by his/her Health Care Provider.

2. When the employee reports the confirmed Communicable Disease to his/her supervisor, the supervisor must report the information to the Director of Human Resources, who shall inform the Medical Director.

   a. If the Medical Director has concern regarding an employee’s release to work statement by his/her Health Care Provider, ISU reserves the right to require the employee to be seen for a second opinion by a Health Care Provider of the Medical Director’s choosing. If a second opinion is required, ISU will pay the expense.
C. Possible Actions During a Communicable Disease Outbreak, Epidemic, or Pandemic:

1. Social distancing may be implemented through certain measures:
   a. Reducing face-to-face exposure by using conference calls and video conferencing;
   b. Avoiding unnecessary travel;
   c. Canceling classes, meetings, workshops, training sessions, and scheduled events;
   d. Requiring Faculty or Staff to work from home and Students to do classwork from home;
   e. Installing protective barriers between work stations or increasing space between workers;
   f. Reinforcing hand washing;
   g. Requiring the use of personal protective equipment;
   h. Controlling access to buildings;
   i. Requiring asymptomatic individuals traveling to affected countries/regions not to return to work until one incubation period has passed after returning home.
   j. Requiring Students, Faculty, or Staff to remain off ISU campuses until cleared for return
   k. Requiring individuals with a Communicable Disease who are not Students, Faculty, or Staff to remain off ISU campuses
   l. Avoiding food preparation
   m. Others measures as indicated for specific circumstances

2. Recommend vaccination and medical treatment of individuals with a Communicable Disease AND individuals who may have been exposed to a Communicable Disease.

3. Place individuals in Isolation or Quarantine to minimize transmission of the Communicable Disease. Students and their families may be contacted as directed by the President.

4. University Closure: If it is necessary to close the University, the President’s office will do so under the full knowledge and approval of the State Board of Education.

D. Tuberculosis (TB) Screening:

1. All Faculty, Staff, Students and Campus Residents from countries identified as high TB risk (see Attachment A) or who have lived in a high
TB risk country for more than six (6) months must complete TB screening prior to or upon arrival on an ISU campus.

2. Screening requirements include completion of a screening form (Attachment A) with required documentation attached, AND/OR an in person visit at the University Health Center.
   a. Screening testing must be performed in the United States or Canada.
   b. Screening testing must be completed after most recent residence in a high risk TB country or within the past 12 months, whichever time period is shorter.
   c. Screening testing will include either a Mantoux skin test documented in millimeters of induration, OR an IGRA TB Test laboratory printout.
   d. A Chest X-Ray performed in the United States or Canada may be also required in addition. A copy of the original Radiologist read CXR result will be required.
   e. BCG immunization does not exempt anyone from TB screening and testing.

3. Failure to complete Attachment A and/or an in person TB screening at the University Health Center, or failure to provide appropriate documentation may result in dis-enrollment from classes, or unpaid administrative leave.

E. Awareness campaigns:

1. The Medical Director, Vice President for Student Affairs, and Human Resources shall work together to oversee University awareness regarding this policy. Awareness shall include, but not be limited to:
   a. Posting the policy in the Policies and Procedures;
   b. Training for those with responsibility for implementing this policy;
   c. Displaying and/or distributing posters, fliers, brochures, or other printed media with information on how to protect oneself and others from Communicable Diseases.

VI. RELATED INFORMATION
   A. Idaho Reportable Disease List:
   B. ISU Pandemic Flu/Communicable Disease Response & Recovery Plan
   C. Centers for Disease Control and Prevention: http://www.cdc.gov

VII. ATTACHMENTS
   A. Tuberculosis (TB) Screening Questionnaire
**Attachment: Tuberculosis (TB) Screening Questionnaire**

Faculty, staff and students from countries identified as high TB risk or who have visited or lived in a high risk country for more than 6 months are required to complete TB screening. The testing must be completed within the United States, so please do not pursue advance testing in another country.

**Please answer the following questions:** Are you from one of the countries listed below? (If yes, please CIRCLE the country below)  □ YES  □ NO

Have you ever visited or lived in one of more of the countries listed below for more than 6 months?  □ YES  □ NO (If YES, please CIRCLE the country/countries below)

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<th>Country 2</th>
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Source: World Health Organization (WHO) estimates of tuberculosis incidence by country, 2015. Countries with rates of > 40 cases per 100,000 population.

**If the answer is YES to any of the above questions, Idaho State University requires that you have a TB screening by the University Health Center.**
PRESIDENTIAL CERTIFICATION

____________________________________  Date:____________________

Approved by Arthur C. Vailas
President, Idaho State University

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