

## **Communicable and Infectious Diseases**

This Policy sets forth the principles [ABC Company] will follow to protect members of the [ABC Company] community, whenever possible, from exposure to communicable and infectious diseases. [ABC Company]'s decisions involving persons who have communicable and infectious diseases shall be based on current and well-informed medical judgments concerning the disease, the risks of transmitting the disease to others, the symptoms and special circumstances of each individual who has the disease, and a careful weighing of the identified risks and the available alternative for responding to an individual with the disease.

It is the policy of [ABC Company] to review, evaluate, and respond on an individual case-by-case basis, when possible, to any known suspected or confirmed instances of certain communicable and infectious diseases among members of the [ABC Company] community. Such individual review, evaluation, and response should take into consideration applicable federal and state laws; the recommendations of the Centers for Disease Control (CDC); other relevant medical, scientific, and legal literature; the individual's personal physician; and [ABC Company]'s commitment to the protection, to the extent possible, of both public health and individual rights.

[ABC Company] recognizes that employees with any suspected or confirmed communicable and infectious diseases may wish to continue their employment. As long as they are able to meet acceptable performance standards, comply with all required mandatory screenings and vaccinations, and the medical evidence indicates that their conditions are not a threat to themselves or others, it is the policy of [ABC Company] that these employees be treated consistently with other employees in matters of employment. All members of the [ABC Company] community will be evaluated on a case-by-case basis, when possible, to determine what if any restrictions apply, given the disease, the individual's health status, and the nature of work or work setting, among other relevant factors. In the case of a large epidemic or pandemic, case-by-case evaluation may not be possible and broad restrictions may be implemented.

*Screenings.* During certain communicable and infectious disease outbreaks such as a large epidemic or pandemic, all members of the [ABC Company] community may be required to undergo mandatory health screening and/or health status reporting on a regular basis. Under such emergency provisions, [ABC Company] may require individuals who travel to and from countries with active communicable and infectious disease outbreaks to report all such travel and to undergo testing and screenings considered medically appropriate prior to returning to work. This also applies to new members of the [ABC Company] community coming from such countries who must be screened prior to beginning their [ABC Company] appointment. [ABC Company] business travel may be suspended, and position appointments delayed under such provisions.

*Medical Care.* Individuals with suspected or confirmed communicable and infectious diseases are encouraged to seek proper medical care, counseling, and education. Any [ABC Company] employee with a suspected or confirmed communicable and infectious disease who is experiencing difficulty in obtaining expert medical care and counseling is encouraged to seek

assistance from [ABC Company] management. At any time, [ABC Company] may require an individual to be assessed by a medical provider to determine fitness for duty.

*Confidentiality.* [ABC Company] recognizes the importance of protecting, to the greatest extent possible, the confidentiality and privacy interests of all employees suspected of having or who have a communicable and infectious disease. Accordingly, such information should be handled with the same degree of care and sensitivity as is accorded to other types of highly confidential medical information and, if applicable, in compliance with HIPAA. [ABC Company] will disclose sensitive medical information of employees no further than is necessary to ensure the health and safety of [ABC Company] employees, and in a manner consistent with applicable law.

*Reporting and Review Requirements.* [ABC Company] employees who know they have a communicable and infectious disease, or who have a reasonable basis for believing that they do, have an obligation to conduct themselves responsibly for their own protection and the protection of the [ABC Company] community. Decisions regarding restrictions on or modifications of employment duties/activities and access to facilities or programs as a result of a communicable and infectious disease will be made on a case-by-case basis, when possible, depending on the type and nature of the disease, the nature of work or work setting, and the risk to the health of the individual or others. Such restrictions or modifications may include, among other things, changes in job functions, location, or work schedule, and/or removing the individual from the work setting. [ABC Company] shall make efforts to implement such decisions as discreetly and confidentially as possible, with as little harm as possible to the person, his or her career, and his or her standing in the community.

*Pay During Periods of Absence or Quarantine.* Certain communicable and infectious diseases may require a period of time away from the workplace in order to protect the health of others. Where quarantine is imposed due to an employee's exposure while performing work directed by [ABC Company], the employee will be paid regular pay and will not have sick or vacation balances reduced during the period of quarantine. Such period will last until the specified period of time ends or the employee becomes actively ill with the communicable and infectious disease, whichever comes first. Non-work related exposure that results in quarantine/absence will be paid based on the availability of the employee's sick or vacation time.