

FORSYTH COUNTY GOVERNMENT LIFE-THREATENING COMMUNICABLE DISEASE ADMINISTRATIVE POLICY

OBJECTIVE: The purpose of this document is to provide guidelines for Forsyth County Government employees with regard to the Human Immunodeficiency Virus (HIV) and other life-threatening communicable diseases. The policy applies to those diseases which the Public Health Director has determined pose no risk of transmission in the workplace by normal contact.

POLICY:

- (1) Employee with a life-threatening communicable disease will be treated with dignity and respect.
- (2) Employees with such diseases will be allowed to perform their jobs as long as they are physically able to do so.
- (3) Testing for HIV infection is not a condition for employment.
- (4) All employees are expected to attend training sessions to receive accurate information pertaining to life-threatening communicable diseases. Employees who work in areas that pose increased risk of exposure will attend additional training specific to their area of employment.
- (5) All information regarding employees, prospective employees or clients with life-threatening communicable diseases is confidential. Access to this information is limited to persons who have a legal right to know.
- (6) New employees shall receive education on life threatening communicable diseases as part of their orientation session.
- (7) All county employees will provide services and carry out their duties to the public and clients regardless of whether or not the person being served has a life-threatening communicable disease or is perceived to have such a disease to which this policy applies. All such people will be treated with dignity and respect.
- (8) Center for Disease Control guidelines should be followed in the development of individual department procedures pertaining to the control of life-threatening communicable diseases. Employees are expected to follow the established procedures.

- (9) All workplace accidents involving blood and body fluids must be promptly reported to the supervisor with all appropriate reports completed.
- (10) Reasonable accommodations will be made to allow an employee with a life-threatening communicable disease to continue to work as long as the employee is capable of continuing satisfactory performance of the job.
- (11) Any employee whose life-threatening communicable disease has reached a stage where his or her symptoms are beginning to interfere with the satisfactory performance of the duties of the position should inform his or her supervisor, who should contact the Director of Personnel for assistance.
- (12) An employee with such a disease can request that his or her private physician consult with the County Public Health Director and the Personnel Director as needed.
- (13) Employees working in a unit where another employee has a life-threatening communicable disease with whom casual contact does not put a person at risk are expected to continue to perform their duties.

Violation of any portion of this policy may subject the employee to disciplinary action up to and including possible dismissal.

This policy is subject to all applicable laws and regulations.

December 20, 1988