

**THREE RIVERS COLLEGE
HEALTH AND SAFETY REGULATION**

Section: 5000 Health and Safety	
Sub Section: 5100 College Safety	
Title: HSR 5110 Communicable Diseases	Page 1 of 6
Primary Policy: HSP 5110 Communicable Diseases	
Associated Policy: GAP 1200 Equal Opportunity	
Associated Regulations: SR 2210 Admission Requirements; PR 4170 College Hiring Procedure; SR 2740 Student Rights and Responsibilities	
References: Missouri State Statute on Mandatory Testing (2013) 199.170 - 199.350; Centers for Disease Control	
Supersedes: NA	
Responsible Administrator: Chief Student Services Officer; Director of Human Resources	
Initial Approval: 07-14-2010	Last Revision: 05-20-2020

In order to provide a healthy and safe work and learning environment, Three Rivers College fully complies with the current state, local and federal laws governing the health and safety of its students and employees. The College shall abide by the precautions and established criteria enforced by the Centers for Disease Control and state and local health departments. Additionally, the College will make available to its employees and students' timely information about the transmissibility of communicable diseases and shall enforce the necessary precautions that can be taken to prevent the spread of various communicable diseases as appropriate. For more information refer to HSP 5110 Communicable Diseases.

In the event an employee or administrator has a concern about the potential for the spread of a communicable disease within the college community, those concerns should be brought immediately to the Office of Human Resources for review. The Office of Human Resources shall provide current information on the spread of the communicable disease. After review and evaluation of the concerns, if there appears to be a reasonable likelihood of the spread of the disease within the College community, the director of human resources shall first notify the college president or designee, and then contact the local County and State Health Department(s) for recommendations of appropriate action consistent with the State of Missouri Law.

For purposes of this regulation, the term "employee" includes all full and part time college employees, contractors, guest speakers, vendors, volunteers and Board of Trustee members. The term "student" includes all individuals enrolled full and part time in credit or non-credit courses. The term "infected person" includes students and employees medically diagnosed as "infected" with a communicable disease.

The College will make available to its employees and students' information about the transmissibility of communicable diseases and precautions that can be taken to prevent the spread of various communicable diseases.

An infected person can continue to work and/or study at the College so long as:

1. He/she can continue to perform their regular responsibilities satisfactorily, and

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2. The best available medical evidence indicates that his/her continual status does not present a health or safety threat to themselves or others.

If an employee with a communicable disease requests an accommodation for his/her medical condition, the Office of Human Resources shall be contacted. The employee must:

1. Obtain a written medical evaluation of whether he/she is medically able to perform assigned duties.
2. Give notice that his/her condition poses a communicable disease threat to individual students and/or working employees.
3. Give notice that he/she needs a specific job accommodation in order to maintain employment. The written medical evaluation must be submitted to the Director of Human Resources for confidential consideration.

If a student with communicable disease requests an accommodation for his/her medical condition, the Chief Student Services Officer shall be contacted. The student must:

1. Obtain a written medical evaluation of whether he/she is medically able to continue coursework.
2. Give notice that his/her condition poses a communicable disease threat to individual students and/or working employees.
3. Give notice that he/she needs a specific classroom accommodation in order to maintain coursework. The written medical evaluation must be submitted to the Chief Student Services Officer for confidential consideration.

Within reason, the College will provide accommodations to the infected person, whenever possible, to ensure continuity in employment or in the classroom.

If deemed medically necessary to remove an employee from the work environment, the supervisor along with Director of Human Resources will initiate the appropriate medical and/or

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disability leave request and notify the College President or his/her designee of the contagion risk. The Office of Human Resources will notify the appropriate county and state health departments, who will coordinate further action with the college.

If it is deemed medically necessary to remove the student from the classroom environment, the Chief Student Services Officer will initiate the appropriate medical and/or disability leave request and notify the college president or his/her designee of the contagion risk. The Director of Human Resources will notify the appropriate county and state health departments, who will coordinate further action with the college.

Employees infected with diseases that threaten the safety of others may be eligible for College sick leave. No infected person (employee or student) may be dismissed from the College solely on the basis of a diagnosis of an infection of a contagious disease. Each case shall be reviewed on an individual basis.

An infected person returning to work or school after a leave of absence for reasons related to a communicable disease must provide a statement from his/her treating health care provider indicating their current medical status. The college reserves the right to seek a second opinion. Employees shall submit the health care provider's statement to the Director of Human Resources or designee. Students will submit their statement to the Chief Student Services Officer.

If a healthy employee refuses to work with an employee diagnosed with a communicable disease posing no life threat through casual contact, and such infected employee is medically approved as "able to work," job transfer or work accommodation for the healthy employee will only be considered when medically indicated by a written recommendation from a health care provider designated by the College at the requesting employee's expense. The medical recommendation must be a descriptive, signed medical statement addressed to the college president requesting such job change. Decisions relative to transfer requests are based upon the exercise of sound administrative judgments and are contingent upon a position vacancy existing and available funding.

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Any employee who fails or refuses to work at his/her assigned job with an infected person who has not been deemed to pose a present health or safety threat to self or to others may be subject to disciplinary action up to and including termination. Student disciplinary measures will range from counseling to expulsion.

As with any medical condition, employees must not disclose information about another employee or student to anyone except those employees with a medical or administrative "need to know". The College shall take precautions to maintain confidentiality to protect the privacy and welfare of all members of the College community who suffer from a communicable disease as well as the welfare of others within the college community. Any breach of such confidentiality by any employee will result in disciplinary action up to and including termination.

In addition, employees must not discriminate against another employee for any reason based upon race, color, religion, sexual orientation, disability, age, gender, or national origin. Any discrimination by any employee will result in disciplinary action up to and including termination.

Tuberculosis (TB) Screening and Testing

In compliance with Missouri Statute, Three Rivers College has implemented a targeted testing program for all new students and full-time faculty deemed to be at high risk for latent tuberculosis infection or for developing tuberculosis disease. The instructions for all new students to be in compliance are included in the student application. The process for new full-time faculty to be in compliance are a part of the college "on-boarding" process. Those deemed at risk shall be referred to a local public health agency for a course of action consistent with this act upon matriculation.

Any entering student of an institution of higher education in Missouri who does not comply with the targeted testing program for Tuberculosis within their first semester of enrollment shall not be permitted to maintain enrollment in the subsequent semester. TB screening for new full-time faculty must be completed within seven days per the onboard process established by the Office of Human Resources.

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If the student can provide documentation of TB testing done within the past calendar year in the US and can provide copy of that test to the Chief Student Services Officer, the screening will be waived.

A student answering no to all these questions is considered to have been effectively screened and no further action is needed. A student answering yes to any of the statements is required to complete a medical test at in order to be further screened for Tuberculosis. If the student can provide documentation of TB testing done within the past calendar year in the US and can provide copy of that test to the Chief Student Services Officer, the screening will be waived.

Meningococcal Disease Testing

Starting July 1, 2015 students living in campus housing at Missouri's public colleges are required to be vaccinated against bacterial meningitis. Instructions for compliance are provided in the Student Housing entrance packet. Proof of immunization is required for each person living in campus housing. The Housing Director facilitates the student housing entrance process, determines student's eligibility and monitors student compliance with the immunization law(s).

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DOCUMENT HISTORY

- 07-14-2010:** Initial approval of regulation HSR 5110 Communicable Diseases.
- 02-18-2015:** Edited for readability and correction of titles of positions cited in regulation; Section on Tuberculosis (TB) Screening and Meningococcal Disease was added to comply with State of Missouri Statute.
- 09-16-2015:** Revision of position title Dean of Student Success to Chief Student Services Officer.
- 09-21-2016:** The College Board of Trustees approved the name change of the college from Three Rivers Community College to Three Rivers College.
- 05-20-2020:** Clarification regarding state and local health department guidance and statement added referencing disciplinary action of employees due to discrimination.