POLICY STATEMENT: INFECTIOUS/COMMUNICABLE DISEASE CONTROL

FACULTY/STAFF*
*Includes student, temporary and intermittent temporary employees

Introduction

Infectious/communicable diseases are common and may be a threat to faculty, staff and students of the School of Nursing. During the performance of clinical practice/research activities, faculty/staff may have contact with patients/human subjects who are HIV positive or who are infected with Tuberculosis (TB), Hepatitis B (Hep B), Acquired Immunodeficiency Disease (AIDS), or have any number of other communicable diseases. This contact may expose faculty/staff to infectious agents that places that individual at risk for succumbing to a communicable disease or for unknowingly transmitting a communicable disease to other faculty, students, patients, family members and/or human subjects. During pregnancy, the fetus may also be at risk.

To help protect the health and safety of its faculty/staff, as well as that of the public, the School has specific requirements for all faculty/staff with employment responsibilities in a clinical environment that involves professional contact/interaction with patients, clients, families and/or human subjects. The requirements include:

- Initial Health and Safety (H&S) Clinical Orientation On-line Session (one time only) and annual online session updates for JCAHO, Bloodborne Pathogens, and TB
- Initial Tuberculosis (TB) Screening and Immunization Review, and annual TB Screening
- Pre-exposure prophylactic immunization(s) against specified infectious/communicable diseases (based on findings from the Immunization Review and Employee Occupational Health Clinic (EOHC) guidelines
- Post-exposure prophylactic follow-up/treatment following exposure to specified infectious/communicable disease.

Initial Screening and Training Requirements

New faculty/staff members employed by the School of Nursing whose employment involves professional contact/interaction with patients, clients, families, and/or human subjects are required to be designated as working in a clinical environment. The first activity that must be completed is the Health & Safety Clinical Orientation Session.

- Initial Health & Safety Clinical Orientation

To complete the one-time Health & Safety Clinical Orientation session on line go to http://ehs.unc.edu/training/clinic/clinic.shtml, and select “Clinical”. All faculty/staff will need their PID number. If you do not remember your PID# please contact the SON Human Resources office at (919) 843-6761.
• **Initial Tuberculosis (TB) Screening and Immunization Review**

New faculty/staff members employed by the School of Nursing should discuss their responsibilities with their Division Head or Principal Investigator/Project Manager and answer two questions: 1) Will the new employee work in a healthcare facility or need a UNCH ID card? 2) Will the employee come in direct contact with blood? The answers to these two questions will be conveyed by the Division Head or Principal Investigator/Project Manager to the Human Resources Manager for appropriate follow up.

If the answer to question #1 above is yes, then the faculty/staff member is required to contact the EOHC (966-9119) to schedule an appointment for an immunization history review, and determine if another TB screening is needed. The new employee must bring documentation of immunization history to their EOHC appointment. If the employee has had a recent TB screening (within the past year) she/he can also bring the following documentation to their EOHC appointment: the date the TB skin test was administered, date read, and the results. A deferral of the required immunizations and screening for medical reasons may be granted if written documentation from a health care provider is presented to EOHC.

If the answer to question #1 above is no, yet the employee will have potential exposure to patients or human subjects in home or community settings (but not in a healthcare facility), the following guidelines apply. For new employees who are funded on grants or contracts (and not state funds) the School of Nursing recommends that the program manager or Principal Investigator (or his/her designee) track the employees' immunization histories and annual TB screenings for their specific project. Frequently, employees have responsibilities on grants that require work in community settings, however, they maintain employment in other health care settings where TB screening and up-to-date immunizations are required. School of Nursing managers or investigators are responsible for maintaining records of TB screenings for their employees who do not work in a health care facility or have a UNCH ID card but work with patients, clients, or human subjects in various community settings.

In summary, Initial screening and training requirements are met when new employees complete the Health and Safety clinical orientation, immunization review, and TB screening.

**Annual Screening & Training Requirements**

Faculty/staff who answer “yes” to the question “Does the employee work in a healthcare facility or have a UNCH ID card?” need to complete the following screening and training requirements each year:

- Tuberculosis screening test (at EOHC)
- Tuberculosis Self Study Unit (on-line)
- Healthcare/JCAHO Worker General Safety Self Study Unit (on-line)

Faculty/staff who answer “yes” to the question “Will the employee come in direct contact with blood?” need to complete the following training requirements each year:

- Bloodborne Pathogen Self Study Unit (on-line)

All Self Study units can be completed on-line from the Health and Safety Website: [http://ehs.unc.edu/training/self.shtml](http://ehs.unc.edu/training/self.shtml). Faculty/staff should send an email message to notify the SON Human Resources Manager, Sharon@unc.edu, when these requirements are completed.
**Monitoring Compliance**

A change in work assignment, from non-contact to contact, during the academic year should be reported by the appropriate Division Head/Dean to the Human Resources Manager, so the bi-monthly Health and Safety Compliance report can be updated. The Human Resources Manager shall request the completion of the appropriate annual screening/training by the faculty/staff to insure compliance.

The UNC-CH Office of Health and Safety sends notices to continuing faculty/staff several weeks in advance of the need to update required immunizations/testing including subsequent Hep B Vaccine injections. The Office of Health and Safety maintains a current and accurate database of faculty/staff compliance with SON health requirements. SON Human Resources Manager maintains a copy of the Health and Safety Compliance Report and sends notices to faculty/staff when they have not completed the initial requirements, or have fallen out of compliance. Faculty/staff may also contact the Office of Health and Safety website at [http://www.ais.unc.edu/TrainingHistoryLookup/](http://www.ais.unc.edu/TrainingHistoryLookup/) to gain information about their compliance status with the University health requirements by using their PID number.

Faculty/staff with ongoing contact are required to complete the annual health and safety compliance prior to the expiration date of each requirement.

Newly employed and continuing faculty/staff who fail to meet University and School of Nursing health and safety training and immunization requirements, shall be reported to the appropriate School of Nursing administrator for follow-up action, shall be temporarily withdrawn from client contact until requirements are met, and the consequences of not meeting health and safety training and immunization requirements will be considered in the faculty/staff member’s annual review.

Faculty/staff needing additional information regarding these requirements may contact SON Human Resources at (919) 843-6761 for assistance.

**Post-Exposure Prophylactic Follow-Up and Treatment**

The following EOHC guidelines posted at [http://nursing.unc.edu/current/handbook/disease_policy.html](http://nursing.unc.edu/current/handbook/disease_policy.html) provide guidance for post-exposure prophylactic follow-up and treatment. **Call EOHC at 966-9119 immediately after any blood/body fluid exposure. If the exposure occurs during non-business hours, proceed immediately to the nearest emergency room.**

- **Blood/body fluid exposure care** - Following established protocols, the clinic staff provides immediate management for employees who have experienced blood/body fluid exposure. **It is the responsibility of the exposed employee and/or his/her supervisor to contact the clinic immediately in the event of an exposure.**

- **Other communicable disease exposure care** - Management of employees with work-related exposure to tuberculosis or other communicable diseases.

- **Workers’ compensation treatment and case management** - Treatment of work-related injuries and illnesses. The clinic’s Nurse Practitioner will provide initial/on-going care and arrange for any necessary services including referrals to specialists and rehabilitation services. Lost work-time or work restrictions will be coordinated by the clinic. The Nurse Practitioner will provide case management services until the employee has returned to their previous level of functioning.