

**POLICIES AND PROCEDURES
OUACHITA TECHNICAL COLLEGE**

SUBJECT AREA: Personnel Policies and Procedures

**POLICY/PROCEDURE: Communicable and Life-Threatening Disease and
Disability Policy**

DATE: March 1, 1993

NUMBER: 2.45

REVISION(S): 7/21/98

This communicable disease policy promotes responsible behavior concerning health-related issues in the workplace. Prevention of disease transmission at work is the responsibility of the College and individual employees. The College will follow the recommendation of the Arkansas State Board of Health when a documented communicable disease that can be transmitted at work occurs.

The College will move quickly to:

1. Obtain reliable evidence of the presence of the disease.
2. Request guidance from the Arkansas State Board of Health.
3. Act on Arkansas State Board of Health recommendations.

In addition, the Occupational Safety and Health Administration (OSHA) has set Bloodborne Pathogens Standards which are designed to limit occupational exposure which could result in transmission of bloodborne pathogens which could lead to disease or death. These standards became effective on May 5, 1992 and require the College to develop an Exposure Control Plan for implementation by July 4, 1992, and updated annually.

Policy

Ouachita Technical College (OTC) does not discriminate against a qualified individual with a disability with regard to job application, hiring, advancement, access, or need for special equipment, discharge, compensation, training, or other terms, conditions or privileges of employment.

Further, OTC recognizes that employees with life-threatening illnesses, including but not limited to cancer, AIDS, and heart disease, and other disabilities, may wish to be physically able to work a regular or modified work schedule.

OTC seeks to accommodate these employees by allowing them to work as long as they are able to perform essential job functions, with or without reasonable accommodation provided medical evidence indicates that their condition(s) are not a direct threat to themselves or others.

While accommodating employees with life-threatening diseases and other disabilities, however, OTC also recognizes its obligations to provide a safe work environment for all employees (**COPP 2.44**). Therefore, managers should obtain appropriate medical direction, when

necessary, to ensure that an employee's condition does not pose a significant risk of substantial harm to himself/herself or to other employees.

OTC offers the following resources to assist employees and managers in dealing with these issues:

1. Management and employee education and information on life-threatening illnesses.
2. Confidential referral to supportive services for employees and dependents affected by life-threatening illnesses.
3. Benefits consultation to assist employees in effectively managing health, leave, and other benefits.

AUTHENTICATION (Signature):		COPP
_____	7/21/98	
President	(Date)	2.45