Infectious Disease or HIV Infection

**Infectious Disease**

1. Infection Control
   * Company will conform to standards promulgated by the U.S. Occupational Health and Safety Administration for the prevention of bloodborne infections.
   * All employees are required to correctly and consistently follow infection control guidelines by the Company’s bloodborne pathogens exposure control plan in all settings and at all times. Equipment and supplies needed to apply infection control guidelines are available through the human resources department. The HR safety designee shall be responsible for effective implementation of this plan. Employees whose job classification is included in category one (1) or category two (2) of the exposure control plan will be offered hepatitis B vaccinations at no cost.
   * When an employee has a communicable disease that endangers others, HR safety will inform the individual of appropriate action. Follow-up must not violate any person’s privacy.
2. Personnel Development
   * All employees identified in category one (1) or category two (2) job classifications shall participate in an annual bloodborne pathogens exposure control program that provides guidance on infection-control procedures.

**Reasonable Accommodations**

It is recognized that employees with any illness may wish to continue to work. As long as employees are able to meet acceptable performance standards and medical evidence indicates that their condition is not a threat to themselves or to others, they shall be assured continued employment. If it becomes necessary, reasonable accommodations shall be made to enable the qualified individual to continue to work. All information regarding the health of any employee shall be held in strict confidence and released only to those who have a legitimate need to know.

**Protection of Employees**

1. The Company shall protect employees from exposure to infectious diseases and the risk occasioned by infectious diseases.
2. Provisions shall be made for reasonable accommodations to infected employees.

**Continued Employment**

1. Employees with any illness, including persons with infectious diseases, shall be assured continued employment as long as they are able to meet acceptable performance standards and medical evidence indicates that their condition is not a threat to themselves or others.
2. If it becomes necessary, reasonable accommodations shall be made to enable the qualified individual to continue to work.

**Disclosure**

Employees of the Company may not be compelled or required to reveal, disclose, or report that they have been tested for and/or determined to be infected by the HIV or AIDS or to submit to testing for HIV.

**Confidentiality**

If the Company receives notice that an employee has tested positive for HIV/AIDS, confidentiality requirements shall be strictly adhered to.

1. No statement, report, record or writing of any material concerning such information shall be placed in any personnel file maintained for such employee.
2. If the Company receives notice that an employee has tested positive for HIV/AIDS, that information shall be communicated to persons who have experienced a significant exposure to the blood or body fluids of the person(s) who are the subject of the notice. The infected employee shall be advised that such notice will be given and to whom the notice will be given. The persons so advised shall at the same time be advised of the confidentiality provisions and the penalty for violation of those provisions.
3. A significant exposure to the blood or bodily fluids of a person who has tested positive for HIV/AIDS is an exposure by direct contact with the body or bodily fluid of a person who has tested positive for HIV/AIDS by another person; which exposure is of the nature which carries with it the reasonable possibility of infection of the person so exposed.
4. Records of notice of a positive test for HIV/AIDS shall be maintained separate and apart from any files generally accessible by Company employees and any file which may be subject to inspection.
5. Any employee who learns that another employee has tested positive for HIV/AIDS will not communicate that information to any other employee, or the general public, or directly contact the person who has tested positive about the test results.