



TITLE	Employee Illness Policy
TODAY'S DATE	April 24, 2020
SECTION	<input checked="" type="checkbox"/> Organization Wide <input type="checkbox"/> Emergency Department <input type="checkbox"/> Inpatient <input type="checkbox"/> Ambulatory <input type="checkbox"/> Nursing <input type="checkbox"/> Medical staff [physicians and advance care practitioners]

APPLICABLE LOCATIONS	<input checked="" type="checkbox"/> All Bozeman Health locations <input type="checkbox"/> Bozeman Health Deaconess Hospital <input type="checkbox"/> Big Sky Medical Center	<input type="checkbox"/> Belgrade Clinic + UrgentCare <input type="checkbox"/> Hillcrest Senior Living <input type="checkbox"/> b2 UrgentCare <input type="checkbox"/> b2 MicroCare
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VERSION DATE	April 24, 2020
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APPROVAL DATE	April 9, 2020

PURPOSE:

Bozeman Health monitors employee illnesses to:

- protect patients, families and peers from exposure to employees with communicable diseases
- evaluate the employee’s health and physical ability to do their job
- minimize time lost from work.

POLICY/PROTOCOL:

Bozeman Health employees must report all illnesses to their manager or the House Supervisor. Infection Prevention should be notified if an employee has a communicable disease, especially if other employees have been exposed. Employees should not report to work with the following communicable diseases (this is not considered to be a complete list):

- Group A Beta-hemolytic Streptococcus (Strep Throat)
- Bordetella pertussis (Whooping Cough)
- Hepatitis A
- Hepatitis B
- Herpetic Whitlow (Hands)
- Herpes Zoster (Shingles; except if covered completely)
- Influenza
- Mumps
- Neisseria Meningitis
- Rubella
- Rubeola (Measles)
- SARS-Cov-1
- SARS-Cov-2 (COVID19)
- Scabies
- Skin Infections; open and draining
- Varicella Zoster (Chickenpox)

Employees with any of the diseases above must provide a written work release from a physician before returning to work (exception: influenza).

Other contagious illnesses such as upper respiratory infections or diarrhea accompanied by fever or abdominal cramps may pose a health risk in specific departments. In these areas, the department manager may require that employees not work until symptom-free.

- An employee's health is their personal responsibility. Susceptible employees who are exposed to a contagious disease in the course of their employment may use earned time. A medical leave may be applied for if they will be absent from work for an extended period of time.
- Employees requiring medical care will be referred to their personal physician at their own expense if it is not a job related illness or injury.
- Employees with any illness that is contagious should remain off work until released by a physician. (When an employee comes to work ill, he/she is putting patients and coworkers at risk.)
- If an employee is ill for five (5) consecutive days, they may be required to furnish a work release from a personal physician prior to returning to work. A work release is also required after an approved leave of absence for surgery, maternity, a long-term illness or mental health treatment.
- Employee Health in coordination with Infection Control and the local Public Health Department in combination with House Supervisor on duty, the patient's physician or Emergency Department Physician and/or Infectious Disease Physician will discuss management for directly exposed staff to communicable diseases.

Employees exposed to the following diseases may not work for the period of time specified:

Herpes Zoster; Shingles (susceptible employee) – from the 10th through the 21st day after exposure or if varicella occurs until all lesions are dry and crusted.

Measles (susceptible employee; without presumptive immunity) – from the 5th day after first exposure through the 21st day after the last exposure regardless of whether they received vaccine or immune globulin after the exposure. Personnel who develop measles will be excluded from work for 4 days after the rash appears.

Mumps (susceptible employee) – from the 12th through the 26th day after exposure or until 9 days after the onset of parotitis.

Pertussis – from the beginning of the catarrhal stage through the 3rd week after onset of paroxysms or until 5 days after start of effective antimicrobial treatment.

Rubella (susceptible employee) – from the 7th through the 21st day after exposure and/or 5 days after rash appears.

SARS-Cov2; COVID-19: Please refer to the *Bozeman Health Healthcare Personnel (HCP) Exposure to a confirmed COVID-19 or Person Under Investigation (PUI) Policy* for guidance. An Electronic Incident report should be completed as soon as possible following exposure.

Varicella Zoster; Chickenpox (susceptible employee) – from the 10th through 21st day after exposure or if varicella occurs until all the lesions are dry and crusted.

Information about specific illnesses:

- Nesseria Meningitis: Employees who have had unprotected exposure to Nesseria Meningitis need to

<https://mind.bozemanhealth.org/departments/quality/services/ip/covid/employee/SitePages/Home.aspx>



prevent the transmission of it with timely prophylaxis. Rare instances transmission has occurred from patients to health care workers through direct contact with respiratory secretions. Mode of transmission is large droplet secretions, casual contact is negligible.

- High risk: chemoprophylaxis recommended (close contact)
 - Household contact: especially young children
 - Mouth-to-mouth resuscitation, unprotected contact during endotracheal intubation
- Low risk: chemoprophylaxis not recommended
 - Health care professionals without direct exposure to patient's oral secretions
- Chemoprophylaxis for people other than those at high risk should be administered only after consultation with the local public health authorities
- Conjunctivitis: An employee with a reddened, painful, swollen eye cannot work and should be seen by a physician. If the diagnosis is epidemic keratoconjunctivitis (EKC) he/she will need to be off work until released by a physician or a minimum of 7 days. EKC has resulted in nosocomial outbreaks.
- Diarrhea: An employee with diarrhea accompanied by abdominal cramps and fever cannot work. Any employee with diarrhea that persists should be seen by his/her physician.
- Group A beta-hemolytic streptococcus upper respiratory infection (Strep Throat): An employee with strep throat cannot work until they have been on antibiotics for 24 hours.
- Hepatitis C (susceptible employee; i.e. needle-stick after positive HCV patient blood exposure) – Healthcare worker can continue to work. Please refer to Employee Health in coordination with Infection Control and the local Public Health Department for direction. Post-Exposure management will be given in the Emergency Department. An Electronic Incident report should be completed as soon as possible following exposure.
- Human Immunodeficiency Disease (susceptible employee; i.e. needle-stick in positive HIV patient) – Healthcare worker can continue to work. Please refer to Employee Health in coordination with Infection Control and the local Public Health Department for direction. Post-Exposure management will be given in the Emergency Department. An Electronic Incident report should be completed as soon as possible following exposure.
- Herpes Viruses: Herpes simplex viruses are recurrent viruses that affect 30 – 50% of the population. Herpetic whitlow is a Herpes infection of the hand or finger. To prevent spread to patients, an employee may not work until the lesions are crusted. An employee with Herpes zoster (shingles) may work if lesions can be kept covered. They should not work with immunosuppressed patients or newborns. An employee with Herpes labialis (cold sores) may work without restrictions but should wash their hands frequently, especially after contact with lesion. An employee with genital herpes may work without restrictions.
- Influenza: The influenza virus is spread by droplets that are transmitted less than 6 feet through the air. Influenza is contagious for 24 hours before symptoms develop up to 7 days after illness. If employee is placed on antiviral medication, they may not work for 5 days. Control of influenza can be achieved by annual influenza vaccination. Influenza vaccine is STRONGLY recommended for healthcare workers and is offered free of charge to employees in the fall.
- Rubeola/Rubella: as outbreaks of measles are becoming a large problem in the U.S., an employee in a



patient care area who is susceptible to rubeola (measles) or rubella (German measles) may not work until vaccinated in the event of a community outbreak to prevent nosocomial spread of the disease.

- SARS-CoV2 (COVID-19): COVID-19 is a novel virus, which can be transmitted via large droplet transmission, such as influenza. Certain high risk and aerosolizing procedures may cause the virus to persist in aerosolized state and theoretically cause aerosol transmission. These procedures should be performed by trained healthcare personnel.
- Skin infections, open and draining: An employee with an open, draining sore may not work until released by a physician.
- Upper Respiratory Infections: Most upper respiratory infections are caused by viruses. These viruses are spread by droplets through the air. They are also spread from nasal secretions and saliva to hands, then objects, then another's hands, then his nose, mouth, or eyes. Frequent handwashing is essential, especially after coughing, sneezing or blowing the nose. The employee should consider wearing a mask if they are coughing or sneezing.
- Varicella Zoster (Chickenpox): Once an individual has had varicella (chickenpox) they are immune. Non-immune employees should not enter the room of a patient with chickenpox or shingles. If a non-immune employee is exposed to chickenpox, they can't work from day 10 to day 21 after the exposure. Personnel on steroids or who are immunosuppressed should consider themselves susceptible to chickenpox.

OTHER POLICIES/PROTOCOLS TO REFERENCE:

- Leave of absence (FMLA)
- CDC's Guidelines for Reportable Diseases
- Bloodborne Pathogen Exposure Protocol

SCOPE:

We anticipate these adjustment to be temporary and reserve the right to revise or discontinue these adjustments with or without notice depending on the current understanding and/or business needs of Bozeman Health relating to COVID-19.