

SUBJECT: SHS Notification of a Reportable Communicable Disease

Title: Communicable Diseases Notification

Background: This policy describes how LCSC will notify the Student Body, Faculty Staff and Community of Communicable Disease on campus.

Point of Contact: Director of Student Health Services, RCH 111 (208) 792-2211

Other LCSC offices directly involved with implementation of this policy, or significantly affected by the policy: N/A

Date of approval by LCSC authority: April 10, 2013

Date of State Board Approval: N/A

Date of Most Recent Review: 4/2013

Summary of Major Changes incorporated in this revision to the policy: N/A

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General Purpose: This Policy outlines the process by which LCSC's Administration notifies students, faculty, staff and the community of a reportable, communicable disease in the LCSC population.

Procedure: When LCSC's Student Health Services (SHS) is notified that a student or faculty/staff member has been diagnosed with a communicable disease, as noted by the Idaho Reportable Disease List (www.epi.idaho.gov) when necessary (threat to public/campus health), the SHS nurse and/or other staff will notify the North Central District Health Department and Director of SHS about this diagnosis. The Director of SHS will make further notifications as needed.

1. The SHS nurse is first point of contact for any campus concern related to an unsubstantiated or documented case of a communicable disease.
2. The SHS nurse will provide the Director of SHS relevant information related to the nature of the disease, Center for Disease Control (CDC) and Public Health Idaho North Central District (PHINCD) recommendations and/or protocols for notification. The SHS nurse shall also discuss potential and appropriate campus/community response to the disease with guidance from PHINCD.
3. When there is an unsubstantiated case of a communicable disease, the Director of SHS and SHS nurse may conduct an investigation to determine if the case can be substantiated, and if it can be, make the appropriate notification decisions as determined in this policy.
4. If notification of administration is warranted, the Director of SHS will notify the Vice President for Student Affairs who, based on information and recommendations offered by the SHS nurse and consultation with the Director of SHS, will determine whether further

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response is warranted to other LCSC entities. The Vice President for Student Affairs will consult with the President before notifications are made.

5. If the Director of SHS is unavailable and the situation is of imminent concern, the SHS nurse will contact the Vice President for Student Affairs directly. If the Vice President is not immediately available, the President's Office will be notified directly.
6. The Director of SHS and SHS nurse will advise and consult with all relevant sources (i.e. PHINCD, CDC and/or National Institutes of Health (NIH)) to develop an appropriate campus response to communicable diseases, pandemics and any other public health and safety concerns as they occur. The Director of SHS and/or the SHS nurse will advise the Vice President for Student Affairs of the notifications necessary and will obtain final authorization for said notices to be made. The Director of SHS and/or the SHS nurse will also work with the Physical Plant and other campus units to provide any necessary sanitation services, signage and intranet/email notifications.
7. When necessary, SHS nurse, Director of SHS and/or Vice President of Student Affairs will consult and appropriately utilize other campus policies and procedures related to the dissemination and communication of health care, emergency responses and related information as the situation demands.