

## Communicable Disease Control

Palmer College of Chiropractic (College) recognizes the inherent risks to the College community associated with communicable diseases. In an effort to promote appropriate health standards and safety, employees and students are expected to comply with the College's established rules, processes and procedures regarding notifiable communicable diseases to reduce risk of contracting or transmitting communicable diseases.

### SCOPE

This Communicable Disease Control policy (Policy) applies to the entire College community, which is defined as including the Davenport campus (Palmer College Foundation, d/b/a Palmer College of Chiropractic), West campus (Palmer College of Chiropractic West) and Florida campus (Palmer College Foundation, Inc., d/b/a Palmer College of Chiropractic Florida) and any other person(s), groups, or organizations affiliated with any Palmer campus.

### DEFINITIONS

For the purposes of this Policy, the following terms shall have the meanings specified below:

- > The term “**College**” refers to Palmer College of Chiropractic, including operations on the Davenport campus; Florida campus; and West campus.
- > The term “**College community**” refers to all students, faculty, staff (including administration), and any other person(s), groups, or organizations affiliated with any Palmer campus.
- > The term “**College official**” includes any person employed by the College performing assigned administrative or professional responsibilities.
- > The term “**communicable diseases**” refers to diseases, which are capable of being transmitted to other individuals in various ways.
- > The term “**epidemic**” refers to when an infectious disease spreads rapidly to many people (e.g. SARS).
- > The term “**pandemic**” refers to a global disease outbreak (e.g. HIV/AIDS).

## ADMINISTRATIVE RULES

### *Notifiable Disease*

Public health officials at state health departments and the Centers for Disease Control and Prevention (CDC) collaborate in determining which diseases should be nationally notifiable. The Council of State and Territorial Epidemiologists, with advice from the CDC, makes recommendations annually for additions and deletions to the list of nationally notifiable diseases. A disease may be added to the list as a new pathogen emerges or may be deleted as its incidence decreases. The College's link to the CDC is through the appropriate County Health Department.

It is the responsibility of students and employees to review this list and inquire about the currency and possible changes to this list which may be accessed online at:

[http://www.cdc.gov/osels/ph\\_surveillance/nndss/phs/infdis.htm](http://www.cdc.gov/osels/ph_surveillance/nndss/phs/infdis.htm)

### *Reporting Notifiable Communicable Diseases*

Employees and students who are infected with a notifiable communicable disease are to report such information to the appropriate designated College officials below so the College may respond promptly and appropriately. Failure by employees or students infected with a notifiable communicable disease to report may result in disciplinary action up to and including dismissal.

Employees, students, administrators, other College officials or any other representatives of the College who are directly advised of; or become aware of someone (e.g. employee, student, patient) who is infected with a notifiable communicable disease are to immediately advise (without exception) one of the designated individuals named below.

### DESIGNATED INDIVIDUALS

#### *Main Campus, Davenport, Ia.*

- > Michael Brown  
Director of Safety and Security  
1000 Brady Street  
Davenport, IA 52803-5214  
(563) 884-5306  
[michael.brown@palmer.edu](mailto:michael.brown@palmer.edu)

***Florida Campus, Port Orange, Fla.***

- > George Oliveira  
Director of Campus Safety and Security  
4777 City Center Parkway  
Port Orange, FL 32129-4153  
(386) 763-2608  
[george.oliveira@palmer.edu](mailto:george.oliveira@palmer.edu)

***West Campus, San Jose, Calif.***

- > Lonnie Contreras  
Director of Campus Administration  
90 E. Tasman Drive  
San Jose, CA 95134  
(408) 944-6011  
[lonnie.contreras@palmer.edu](mailto:lonnie.contreras@palmer.edu)

With the exception of bloodborne pathogens such as Acquired Immune Deficiency Syndrome (AIDS), AIDS-Related Complex (ARC), Human immunodeficiency virus (HIV) infection and Positive HIV antibody status, sexually transmitted diseases need not be reported to the College.

Medical information relating to the communicable diseases of an employee or student will be disclosed to other responsible College officials only on a limited need-to-know basis.

***Seeking Care for a Communicable Disease***

Persons who are infected with a communicable disease are expected to seek expert medical advice and are encouraged to advise local health authorities.

***Communication within the College***

Should the College become aware of a published concern by national, state or local officials regarding a communicable disease, which has reached a pandemic stage, the College shall regularly monitor the situation by communicating with local and state health officials and by reviewing media sources. In turn, the College will formally communicate such findings with the College community as well as, information about the disease and prevention.

The College's Marketing and Communications department is charged with formulating, ensuring accuracy of information and appropriate approvals, and distributing Palmer Communications e-

mail/text messages to constituencies of the entire Palmer College community, including students, employees and alumni from all three (3) campuses. No individual or department other than the Marketing and Communication department is to create or distribute messages for these audiences. When the need arises for an immediate communication to any of these groups, it must be coordinated through the Marketing and Communication department, with appropriate guidance, information and approval from resources inside and outside the College.

### ***Ability to Work/Attend College Activities***

Persons who know or who have reason to believe that they are infected with a notifiable communicable disease have an ethical and legal obligation to conduct themselves in accordance with such knowledge in order to protect themselves and others. Students and employees who have notifiable communicable diseases, whether symptomatic or not, will be allowed regular classroom and work attendance in an unrestrictive manner as long as they are physically able to attend classes, College activities and /or work; are able to perform their essential job functions or educational requirements and medical evidence indicates they do not pose a medically proven threat to themselves or others or a threat for transmission of the disease or condition. Any individual who knowingly or willingly transmits a notifiable communicable disease may be subject to the College's disciplinary procedures. Criminal penalties may also apply.

### ***Reporting Illness to Local/State Authorities***

A designated College official or their designee shall report to the local health authority a suspected case of a reportable disease as defined by state law and/or relevant County Board of Health.

### ***College Closings***

Should a communicable disease reach a pandemic level within the service area, after consulting with local health officials, the College may be closed temporarily if designated College officials feel it is in the best interest of the College and community.

### ***Restrictions***

The College reserves the right to exclude a person with a communicable disease from College facilities, programs, and functions if the College makes a medically based determination that the restriction is necessary for the welfare of the person who has the communicable disease and/or the welfare of other members of the College community.

## ***Privacy***

The College shall comply with all pertinent statutes and regulations which protect the privacy of persons in the College community who have a communicable disease.

## ***Basis for Action***

The College's decisions involving persons who have communicable diseases shall be made on a case-by-case basis, based on current and well-informed medical judgments concerning the disease; the risks of transmitting the illness to others; the symptoms and special circumstances of each individual who has a communicable disease; federal and state disease control laws; state public health recommendations; and a careful weighing of the identified risks.

The College will obtain appropriate medical direction, when necessary, to ensure that an employee's condition does not pose a significant risk of substantial harm to themselves or to others.

## ***Standard of Conduct toward Individuals with a Communicable Disease***

Employees who have unwarranted fears of exposure will not be allowed to refuse to work with individuals affected by communicable disease. In addition, it is unacceptable for employees to spread rumors regarding situations involving communicable disease where such rumors may affect the privacy, dignity and well-being of others. Behavior of this nature will not be tolerated at the College and will lead to appropriate discipline up to and including dismissal.

## ***Preventative Measures***

Employees and students are required to use proper hand and equipment sanitizing techniques and practice good hygiene at all times. Additionally, all employees and students are to complete any specified safety training to learn, practice and successfully perform all skills and tasks that will assist them in limiting exposure.

## **STANDARD INSTITUTIONAL POLICY PROVISIONS**

Institutional policies are supplemented by provisions that are applicable to all institutional policies. It is the responsibility of all employees and students to know and comply with these standards.

- > [Standard Provisions Applicable to All Institutional Policies](#)

# Additional Information

## **ASSOCIATED POLICIES, PROCESSES AND/OR PROCEDURES**

This Policy is supplemented below. It is the responsibility of all employees and students to know and comply with policies and procedures as supplemented.

### **POLICIES**

- > N/A

### **PROCESSES AND/OR PROCEDURES**

- > N/A

### **FORMS/INSTRUCTIONS**

- > N/A

### **CONTACTS**

- > Brian Sharkey  
Senior Director for Safety and Security  
1000 Brady Street  
Davenport, IA 52803-5214  
(563) 884-5147  
[brian.sharkey@palmer.edu](mailto:brian.sharkey@palmer.edu)
- > [Designated individuals](#)
- > Human Resources  
1000 Brady Street  
Davenport, IA 52803-5214  
(563) 884-5866
- > [Security](#)

## RELATED INFORMATION

- > <http://www.webmd.com/cold-and-flu/what-are-epidemics-pandemics-outbreaks>
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## HISTORY

Last Revised: ..... March 14, 2016

Adopted: ..... October 31, 2009

Last Administrative Review: ..... November 4, 2009

Responsible Officer: ..... Kevin Cunningham, D.C., Ph.D.  
Vice Chancellor for Student Affairs  
Palmer College of Chiropractic  
1000 Brady Street  
Davenport, Iowa  
Phone: (563) 884-5898  
Fax: (563) 884-5864  
[kevin.cunningham@palmer.edu](mailto:kevin.cunningham@palmer.edu)

Issuing Office: ..... Office of Compliance  
Earlye Julien, PHR, M.S.Ed., CQIA  
Senior Director for Compliance  
Palmer College of Chiropractic  
1000 Brady Street  
Davenport, Iowa  
Phone: (563) 884-5476  
Fax: (563) 884-5883  
[earlye.julien@palmer.edu](mailto:earlye.julien@palmer.edu)