



Approval Body	Board of Governors
Policy Sponsor	President and CEO
Policy Administrators	VP, People and Business Services
Effective Date	February 1, 2022

First Approved	Last Major Rev. Approved	Last Minor Rev. Approved	Last Reviewed
November 23, 1998	February 1, 2022		February 1, 2022

Communicable Disease Policy

Purpose

The purpose of this policy is to clarify the rights and responsibilities of Members of the College Community that have a Communicable Disease, and to ensure that Lethbridge College takes the necessary precautions to safeguard Members of the College Community in the event of an Epidemic, Outbreak, Pandemic or Public Health Emergency related to a Communicable Disease.

Scope and Limits

This policy applies to all Members of the College Community on Lethbridge College property as well as those attending college-sponsored activities or events.

Members of the College Community participating in work or learning activities that are conducted under the auspices of an external agencies or partners (i.e., practicum sites, clinical or work-integrated learning placement organizations) may be required to comply with the policies, procedures and processes established by those organizations related to vaccinations.

Definitions



Defined terms are capitalized throughout this policy.

Accommodation

means a measure taken to allow an Employee to participate fully in their work or learning activities and may include a leave of absence or a modification to work resources, work duties, work hours or work environment.

Communicable Disease	means an illness in humans that is caused by an organism or micro-organism or its toxic products and is transmitted directly or indirectly from an infected person or animal or the environment. Some examples of communicable disease include COVID-19, HIV, hepatitis A, B and C, measles, salmonella, and blood-borne illnesses.
Epidemic	means the occurrence in a community of persons of a number of cases of a communicable disease in excess of normal expectations;
Health and Safety	means the physical, psychological and social well-being of individuals.
Medical Officer of Health	means a physician appointed by the Alberta Minister of Health or a regional health authority under this Act as a medical officer of health and includes the Chief Medical Officer and the Deputy Chief Medical Officer.
OHS	the Occupational Health and Safety department at Lethbridge College.
Outbreak	means greater-than-anticipated increase in the number of Communicable Disease cases. The number of cases required to declare an Outbreak varies according to the disease-causing agent, and the size and type of previous and existing exposure to the agent. If it's not quickly controlled, an Outbreak can become an Epidemic.
Pandemic	means an epidemic that has spread over multiple countries or continents.
Public Health Emergency	means an occurrence or threat of an illness, a health condition, an Epidemic or Pandemic disease, a novel or highly infectious agent or biological toxin, or the presence of a chemical agent or radioactive material that poses a significant risk to the public health.

Policy Statements

1. Lethbridge College will promote good physical and mental health practices and provide all Members of the College Community with information to support informed decision-making in managing and controlling Communicable Diseases and Public Health Emergencies.
2. The college will make reasonable efforts to protect the Health and Safety of all Members of the College Community by monitoring and assessing the local, national and international risk of Communicable Disease Outbreaks and Public Health Emergencies.
3. Members of the College Community that have, or suspect they may have, a Communicable Disease are expected to take responsibility for their own Health And Safety by immediately consulting a physician to determine if they are infected or not, and if they are found to be infected following the

advice and direction of the physician.

4. Lethbridge College will offer reasonable Accommodations for individuals that have or are carriers of Communicable Diseases.
5. The college will take all reasonable steps to protect the privacy of Members of the College Community in accordance with the Alberta Freedom of Information and Protection of Privacy Act.
6. The college will follow all legislated reporting requirements related to the Communicable Diseases and Occupational Diseases and will follow medical advice and direction of a Medical Officer of Health.
7. The college recognizes the importance of business continuity and will endeavor to maintain standard service and operational levels in the event of Public Health Emergencies or Communicable Disease Epidemics, Outbreaks or Pandemics. To this end, the college will ensure that appropriate emergency response plans are in place to respond at the unit, department and organizational levels.
8. The college will collaborate with local public health authorities to apply a risk-based approach to planning and responding to Communicable Diseases and Public Health Emergencies.
9. Members of the College Community are expected to comply with this policy and its procedures. A Member of the College Community may face sanctions as a result of breaching this policy. Where a breach of this policy falls within the scope of federal or provincial law, the matter may be referred to the appropriate law enforcement agency for consideration.

Policy Appendices

[Appendix A - Communicable Disease Reporting and Response](#)

Policy Standard Operating Procedures (SOPs)

[Communicable Disease Vaccination](#)

Legislated References

Freedom of Information and Protection of Privacy (FOIP) Act
Health Information Act (HIA)
Human Rights Act
Occupational Health and Safety Act, Regulation and Code
Public Health Act and Regulations
Workers' Compensation Act and Regulation

Other References

none

Related Lethbridge College Policies

[Academic Accommodations for Students with Disabilities](#)
[Assessment](#)
[College Closures and Service Interruptions](#)
[Confidentiality](#)
[Grading](#)
[Health and Safety](#)
[Human Resources](#)
[Respectful Campus](#)
[Student Rights and Code of Conduct](#)

Related Board of Governors Policies

[EL-1 – Treatment of Students](#)
[EL-2 – Treatment of Staff](#)
[EL-5 – Asset Protection](#)
[EL-10 – Access to Education](#)



Parent Policy	Communicable Disease
Policy Sponsor	President and CEO
Policy Administrator(s)	VP, People and Business Services
Appendix	A

Communicable Disease Reporting and Response



Defined terms are capitalized throughout this policy. Refer to the [parent policy](#) and the [Policy Framework](#) for definitions.

A: Communicable Disease Reporting and Response

1. A Member of the College Community that has, or suspects they may have, a Communicable Disease:
 - a) must consult a physician to determine if they are infected or not, and if they are found to be infected, follow the advice and direction of the physician.
 - b) are encouraged to inform OHS and if applicable, their immediate supervisor when there could be a significant risk to the Health and Safety of other Members of the College Community (i.e., is highly contagious or easily transmissible through direct or indirect person-to-person contact such as Whooping Cough (Pertussis), Mumps, Measles).
2. An Instructor or Supervisor who receives a report of a Communicable Disease from a Student or Employee, must notify OHS as soon as possible.
3. Absences related to Communicable Diseases should be reported according to established procedures. i.e., Employees should report missed work time to their immediate supervisor and Students should report their absence to their course instructor(s).
4. Where a student's academic standing is impacted by a Communicable Disease, they should consult the [Academic Accommodations for Students with Disabilities Policy](#), the [Assessment Policy](#), the [Grading Policy](#) and the [Student Rights and Code of Conduct Policy](#) to determine the appropriate course of action.
5. Upon receiving a report of a confirmed or suspected case of a Communicable Disease OHS will take one or more of the following actions:
 - a) notify the appropriate Medical Officer of Health;

- b) log the report and monitor the risk of infection to other Members of the College Community;
- c) notify Members of the College Community that are at risk to be infected with a Communicable Disease and provide relevant information to promote quick recognition of infection or illness;
- d) communicate any conditions necessary to prevent further spread of the Communicable Disease on Campus (i.e., masking requirements, not attending Campus while infectious); or
- e) determine there is a real or potential risk to Members of the College Community and initiate the appropriate response plan (i.e., provide notice to the college community to monitor for symptoms, vaccination or isolation requirements for infected individuals, departmental or organizational emergency or business continuity plans).

B: Data Collection, Records Management and Protection of Privacy

1. Unless otherwise specified, OHS will be responsible for liaising with external agencies and authorities (i.e., public health officials, Worker's Compensation Board) on all matters related to Communicable Diseases and will engage other college departments and personnel as appropriate.
2. OHS will collect and maintain aggregated and depersonalized statistical information as required to fulfill legislated reporting requirements related to Communicable Diseases.
3. All information collected by Lethbridge College from individuals related to this policy will be treated as confidential and will be collected, used and disclosed in accordance with the *Alberta Freedom of Information and Protection of Privacy Act* and, where applicable, the *Alberta Health Information Act*. This means that the college:
 - a) will limit the amount of personal information it collects from an individual disclosing information related to a Communicable Disease to the least amount necessary to fulfill the purpose of collecting the information;
 - b) will not disclose any personal information unless the individual that is the subject of the information provides their consent, or the college is required or authorized to disclose the information by law; and
 - c) may be required to disclose an individual's personal information where there is a risk of harm to the Health and Safety of an individual or the public. Where it is necessary to disclose an individual's personal information for this purpose, as little personal information as possible will be disclosed.

C: Non-Compliance

1. Members of the College Community that reasonably believe that another Member of the College Community has violated this policy should make a report to OHS.
2. Members of the College Community that fail to comply with this policy may be subject to administrative or disciplinary action.