

SECTION: CLASSIFIED EMPLOYEES

TITLE: HIV INFECTION

ADOPTED: February 8, 1999

REVISED:

PENN MANOR SCHOOL DISTRICT

514.1. HIV INFECTION	
1. Purpose	<p>The Board is committed to providing a safe, healthy environment for its students and employees. The purpose of this policy shall be to safeguard the health and well-being of students and employees while protecting the rights of the individual.</p> <p>This policy is based on current evidence that the HIV virus is a bloodborne disease which is spread through sexual contact, shared intravenous needles, blood transfusions, or transmission from an infected mother to a newborn infant. Therefore, staff and other students are not placed at undue risk in the normal school setting by the admission of an infected student or staff member.</p>
2. Definitions	<p>HIV - Refers to the disease caused by the HIV or human immunodeficiency virus.</p> <p>AIDS - Acquired Immune Deficiency Syndrome.</p> <p>CDC - United States Public Health Service Centers for Disease Control.</p> <p>Infected employee - Refers to employees diagnosed as having the HIV virus, including those who are asymptomatic.</p>
3. Authority	<p>This policy shall apply to all employees in all programs conducted by the school district.</p> <p>The Board directs that the established district policies and procedures that relate to illnesses among employees shall also apply to infected employees.</p>
Act 148 of 1990	<p>The Board shall not require routine screening tests for HIV infection in the school setting, nor will such tests be a condition for employment.</p>

<p>4. Delegation of Responsibility</p>	<p>The Coordinator of Special Services is identified as the central contact for all information, questions, or referrals related to HIV cases. The Coordinator of Special Services shall consult with the Superintendent, the consultant physician for the district and/or school dentist, the solicitor, and/or knowledgeable community resource person(s) such as an epidemiologist, prior to taking any action on a case or releasing any information about a case.</p> <p>All district employees shall maintain a respectful working climate and shall not participate in physical or verbal harassment of any individual or group, including infected employees.</p> <p>All employees shall be required to consistently follow infection control/universal precautions in all settings and at all times. Employees shall notify the designated central contact of all incidents of exposure to bodily fluids.</p> <p>On an annual basis, building administrators shall notify district employees, students and parents about current Board policies concerning HIV infection and shall provide reasonable opportunities to discuss such policies and concerns.</p> <p>The Superintendent or a designee shall report periodically to the Board regarding the effectiveness of this policy and shall make recommendations for revision in accordance with developments in medical research and treatments.</p>
<p>5. Guidelines</p>	<p><u>Assignment</u></p> <p>District authorities shall determine the assignment of infected employees on a case-by-case basis.</p> <p>A Screening Committee comprised of the Superintendent or his/her designee, the Coordinator of Special Services, consulting physician for the district, and the individual's attending physician shall evaluate the assignment of the infected employee. Decisions shall be based on the employee's physical condition, type of interaction with others in the performance of job functions, risks to the infected employee and others in the school setting, and recommendations of the CDC and Pennsylvania Department of Education.</p> <p>The Coordinator of Special Services, on behalf of the Screening Committee, will communicate with the infected employee and, if necessary, with appropriate personnel. The Committee, after consultation with the solicitor, will recommend to the Board any actions requiring exclusion of a staff member.</p>

<p>42 U.S.C. Sec. 12101 et seq P.L. 103-3 of 1993</p>	<p>First consideration shall be given to maintaining the infected employee in the regular assignment. Any decision for an alternative placement must be supported by specific facts and data.</p> <p>Infected employees whose employment is interrupted or terminated shall be entitled to available medical leave and medical disability benefits. Such employees shall be informed by the appropriate administrator of benefits, leave and alternatives available to them through State and federal laws, district policies, the collective bargaining agreement, and the retirement system.</p>
<p>Act 148 of 1990</p>	<p><u>Confidentiality</u></p> <p>The Coordinator of Special Services shall determine which school personnel will receive information about an infected employee. The number of individuals informed of an infected employee's status shall be kept to the minimum required to assure protection of the infected employee as well as the school population. Anonymity shall have high priority.</p> <p>All district employees have a duty to preserve the confidentiality of all information concerning an infected employee. Serious consequences shall result from a breach of confidentiality by an employee.</p> <p>Information about infected employees in the district shall not be disclosed to the general public, undesignated school employees or other groups without a court order or the informed, written, signed and dated consent of the infected employee.</p>
<p>OSHA Guidelines</p>	<p><u>Infection Control</u></p> <p>Universal precautions, as recommended by the CDC, shall be followed for exposure to bodily fluids. Employees shall treat all body fluids as hazardous and follow universal precautions.</p> <p>The school district shall maintain and keep reasonably accessible all equipment and supplies necessary for infection control.</p>

Staff Development

All district employees shall participate in a planned HIV education program that:

1. Conveys factual and current information.
2. Provides guidance on infection control procedures.
3. Informs about current law and district policies concerning HIV.
4. Assists staff to maintain productive parent and community relations.
5. Includes review sessions as situations arise.

Designated district employees shall receive additional, specialized training appropriate to their positions and responsibilities.