

Communicable Diseases Policy

This policy applies to all SterlingRisk employees, vendors, and visitors and is intended to provide guidance in preventing the spread of a communicable disease in the work environment. A communicable disease is a disease that can be transmitted from one individual to another via: (1) direct physical contact, (2) the air (cough, sneeze, or inhaled particle), (3) through a transmission vehicle (either ingested or injected), or (4) through a vector (animals or insects). Examples of some of the most common communicable diseases include but are not limited to, measles, influenza, viral hepatitis-A (infectious hepatitis), viral hepatitis-B (serum hepatitis), human immunodeficiency virus (HIV infection), AIDS, AIDS-Related Complex (ARC), leprosy, Severe Acute Respiratory Syndrome (SARS), and tuberculosis.

Each employee has a responsibility to prevent the spread of communicable diseases when they are aware of or suspect that they are or could be asymptomatic of a communicable disease. Awareness is showing or feeling signs of illness, such as coughing, sneezing, runny or stuffy nose, fever, body aches, headache, chills and fatigue, or overall ill feeling or a report of a communicable disease from a healthcare provider. Awareness also includes known exposure to someone with a known or suspected communicable disease. Employees should not return to work until they are symptom-free for 24 hours without the use of fever-reducing or other symptom-altering medicines (cough suppressants, nasal spray, antibiotics etc.). Employees who report to work ill, will be sent home.

Employees must keep their managers/supervisors informed on the anticipated length of absence. You should continue to check in with employees when they are ill to see how they are feeling. An employee who is unable to work from home must utilize PTO and reach out to Human Resources to discuss if they are eligible for sick leave or other leave.

SterlingRisk will make decisions involving those with communicable diseases based on medical information concerning the disease in question, the risks of transmission to others, and the symptoms and any special circumstances of the individuals involved. SterlingRisk will weigh potential risks and available alternatives before making any decisions.

SterlingRisk will not discriminate against any job applicant or employee based on the individual having a communicable disease. Applicants and employees shall not be denied access to the workplace solely on the grounds that they have a communicable disease. SterlingRisk reserves the right to exclude a person with a communicable disease from the workplace facilities, programs and functions if the organization finds that, based on a medical determination, such restriction is necessary for the welfare of the person who has the communicable disease and/or the welfare of others within the workplace.

SterlingRisk will comply with all applicable statutes and regulations that protect the privacy of individuals with communicable diseases.

Abuse of this policy will result in disciplinary action up to and including termination. SterlingRisk reserves the right to revise this policy without notice during changing pandemic conditions.