

EASTERN MICHIGAN UNIVERSITY	Revision:0
EMUDPS-EHS-p012 Communication of Communicable Disease, Food Borne Illness and Other Campus Health Issues	Date: 12/8/2011
	Page 1 of 4

I. PURPOSE

The purpose of this guideline is to facilitate communication and assistance to the affected parties of communicable diseases, food borne illness and other related concerns in a timely manner. This guideline also provides information on the department(s) responsible for addressing these type concerns.

II. SCOPE AND APPLICATION

This guideline applies to main campus, west campus and the golf course. Satellite campuses must abide by the public health department requirements of the county where they are located.

III. DEFINITIONS

Communicable Disease – is an illness caused by microorganisms and transmitted from an infected person to another person. Some diseases are spread by direct or indirect contact with infected persons or with their excretions. Examples of communicable disease include: meningitis, tuberculosis, mumps, measles, whooping cough, etc.

Food-Borne Illness- also known as food poisoning – occurs when a person eats or drinks food contaminated with certain types of bacteria, viruses or parasites. Food can be contaminated during processing, growing and handling or through dirt, dust and water in the area.

Reportable Diseases- A disease that must be reported to federal, state or local health officials when diagnosed. Examples of reportable diseases include: active tuberculosis, viral hepatitis, HIV, etc.

IV. RESPONSIBILITIES

A. Environmental Health and Safety

1. Liaison between EMU and Washtenaw County Public Health.
2. Assists University Health Services in information dissemination.
3. Facilitates EMU responses to food borne illnesses and pest infestations.

B. University Health Services

1. Provide medical consultation and disease assessment.
2. Coordinate medical response to campus outbreaks and illnesses.
3. Medical liaison with the Washtenaw County Health Department.
4. Provide disease information.

EASTERN MICHIGAN UNIVERSITY	Revision: 0
EMUDPS-EHS-p012 Communication of Communicable Disease, Food Borne Illness and Other Campus Health Issues	Date: 12/8/2011
	Page 2 of 4

C. Human Resources and Provost's Office

1. Assist EHS and UHS in identifying affected individuals and coordinating communication of required information.

D. Administrators, Faculty and Staff

1. Allow EHS and UHS staff access to offices and classrooms for informational sessions.
2. Assist EHS and UHS in communicating required information to affected individuals.

E. Employees and Students

1. Attend informational sessions.
2. Follow instructions provided at the informational sessions.

V. PROCEDURES

A. Communicable Illness

1. Upon receipt of notification from the Washtenaw County Health Department of a communicable illness on campus, UHS will coordinate the EMU response with assistance from EHS.
2. If a student(s) is/are involved, EHS will contact the Provost's Office and Residential Services to determine their class schedule and if they reside on campus.
3. Other offices and departments will be contacted as necessary for communication and site visit coordination. Examples of other areas include but are not limited to: Athletics, Dining Services, Ombudsman Office, Rec/IM and Student Organizations.
4. If faculty and staff are involved, EHS will work with Human Resources to determine campus location and work schedule.
5. HIPAA regulations will be adhered to throughout the process and names of individuals will not be released.
6. Written notification of the communicable illness will be sent via e-mail to the affected department(s) and Provost's Office for classes.
 - a. The Washtenaw County Health Department will send a letter to the campus providing information on how the communicable illness is to be handled for potentially affected individuals.
 - b. Department Administration is responsible for communicating the information to their employees.
 - c. The Provost's Office is responsible for communicating the information to the faculty and/or staff members teaching classes.
7. UHS and EHS will coordinate site visits to the affected departments and classes.
 - a. A copy of the Washtenaw County Health Department's letter and additional information regarding the communicable illness will be provided at the time of the site visit.

EASTERN MICHIGAN UNIVERSITY	Revision:0
EMUDPS-EHS-p012 Communication of Communicable Disease, Food Borne Illness and Other Campus Health Issues	Date: 12/8/2011
	Page 3 of 4

- b. At least one UHS staff person will be at the site visit to answer questions regarding the communicable illness.
 - c. EHS will assist UHS staff at the site visits in addressing University concerns.
8. UHS in collaboration with the Washtenaw County Health Department will provide and coordinate any required screenings for follow-up of communicable diseases on campus. For example, whooping cough nasopharyngeal swabs. Standard fees for services apply for the screenings unless special circumstances exist.
 9. Depending on the nature of the communicable illness, the Washtenaw County Health Department may conduct the site visits and provide information to and screening of potentially affected individuals. For example, an active case of TB affecting more than 5 individuals.

B. Reportable Illness

1. UHS will comply with all HIPAA requirements.
2. UHS will work with Washtenaw County to handle the reportable illness.
3. In most cases notification of reportable illness is not required to the campus community, only the affected person, unless the reportable illness is a communicable illness.

C. Food-borne Illness/Food Poisoning

1. EMU will comply with HIPAA requirements.
2. If UHS sees a trend of patients exhibiting food borne illness symptoms, UHS will contact the Washtenaw County Health Department.
3. UHS and EHS will collaborate with the Washtenaw County Health Department to determine the source of the food borne illness.
4. UHS will provide medical consultations as necessary. Standard clinic fees will be assessed unless special circumstances exist.
5. UHS will provide disease information. EHS will assist UHS in providing disease information.
6. EHS is the liaison for the Washtenaw County Health Department and other affected campus locations (e.g. Dining Services).

D. Other Related Concerns

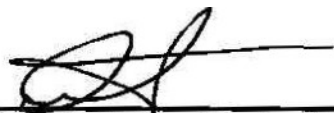
1. Pest Management Issues
 - a. UHS will address any medical issues related to pest management concerns.
 - b. EHS will work with Physical Plant and Residential Services to address any infestation concerns, e.g. bed bugs, fleas, roaches, etc.
 - c. EHS and/or Physical Plant will provide information on pests and conduct site informational sessions as necessary.

EASTERN MICHIGAN UNIVERSITY	Revision: 0
EMUDPS-EHS-p012 Communication of Communicable Disease, Food Borne Illness and Other Campus Health Issues	Date: 12/8/2011
	Page 4 of 4

VI. REFERENCES

- A. Eastern Michigan University Comprehensive Emergency Management Plant Health & Medical Annex

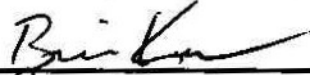
VII. APPROVALS



David Woike, Interim Assistant Vice President for Academic Affairs

12-15-2011

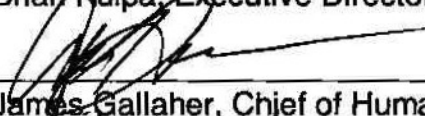
Date



Brian Kulpa, Executive Director, Business Operations, Student Services

12/14/11

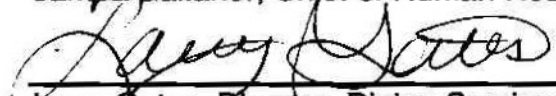
Date



James Gallaher, Chief of Human Resources

1/4/12

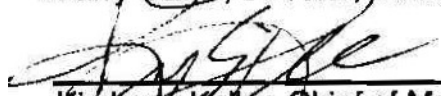
Date



Larry Gates, Director, Dining Services

12-14-11

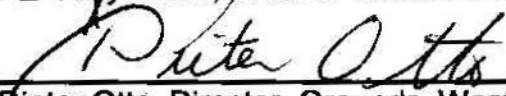
Date



Kimberly Keller, Chief of Medical Staff UHS

12/14/11

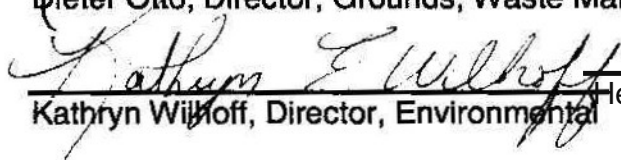
Date



Dieter Otto, Director, Grounds, Waste Management Motor Pool

12/15/11

Date



Kathryn Wilhoff, Director, Environmental Health and Safety

12-1-11

Date

VIII. HISTORY

Rev Change(s)
0 Initial release