

## Infectious Disease Control Policy

Policy Name: Infectious Disease Control Policy  
Approval Authority: Cabinet  
Interpreting and Implementing Authority: President  
Effective: May 8, 2020  
Last Revised: May 8, 2020  
Next Review Date: 2025

### Policy Statement

The purpose of this document is to provide guidelines for the response to a wide variety of infectious disease threats to Wesleyan College and constituents. Each infectious disease is unique. This policy is not meant to be an exhaustive compendium of all diseases or situations that might possibly threaten the College community, but rather is a general guide for assessment and the corresponding necessary steps for the College to take when any communicable disease affects college operations.

All employees and students will take proactive steps to protect the community in the event of an infectious disease outbreak. These may include implementing infection control guidelines designed to stop or slow the spread of infectious diseases. These guidelines may address programs such as immunizations, protective equipment, behavioral guidance, isolation and quarantine protocols, waste disposal, and cleaning guidance. Wesleyan College will take all reasonable measures to ensure the safety of members of the college community during global and local infectious disease events.

### Entities Affected by the Policy

This policy impacts all faculty, staff, students and visitors.

### Policy Details

Wesleyan College strives, in cooperation with the Centers for Disease Control of the United States Public Health Service and the Georgia State Department of Health, to maintain a balance between the need to educate all students, protect employee and student rights, and to prevent the transmission of significant infectious diseases.

Wesleyan will provide information to the campus community in a timely manner about the nature and spread of the infectious disease, including symptoms and signs to watch for, as well as required steps to be taken in the event of an illness or outbreak. Wesleyan College will report all necessary information, as required by law, to the County, State, or Federal health departments.

Operational Priorities are as follows:

1. Human and public health
2. Academic continuity
3. Events and Activities

When necessary, Wesleyan College will develop a plan, procedures, and protocols for addressing the reported infectious disease to prevent the spread of infection. A Task Force will be designated by the President to monitor and coordinate events around an infectious disease outbreak, as well as to create work rules that could be implemented to promote safety through infection control. The President or Task Force will notify the community of any change in procedures or policies that might impact day to day operation of the college during an outbreak. All members of the campus community are responsible for knowing and following College procedures and policies.

### **During an Outbreak**

During an infectious disease outbreak, persons who know or who have reason to believe that they are infected with a significant infectious disease have an ethical and legal obligation to conduct themselves in accordance with such

knowledge in order to protect themselves and others. It is critical if an employee or student is sick or showing symptoms of being ill that he or she does not report to work or to class.

Due to the contagious nature of infectious diseases and the requirements imposed on Wesleyan College by law, it is necessary for the College to be aware of all persons diagnosed with, exposed to, or who exhibit symptoms of a significant infectious disease. Students and employees who have been diagnosed, exposed to, or show signs of significant infectious diseases, whether symptomatic or not, are required to share that information with the appropriate staff to include the Director of Human Resources for employees and Director of Health Services for students. Students and employees who have been diagnosed with, exposed to, or show signs of significant infectious diseases, whether symptomatic or not, are expected to seek expert medical advice.

During an infection disease outbreak, Wesleyan College may require individuals who travel to and from regions with active communicable illness outbreaks to report all such travel to Human Resources or the Dean of Students and to undergo testing and screenings considered medically appropriate prior to returning to work or the academic setting. Appropriate medical clearance from a qualified medical provider may be required in order to return to campus. This also applies to new members of the Wesleyan College community coming from such regions who would need to be screened prior to beginning their Wesleyan College appointment. Wesleyan College business travel may be suspended and position appointments delayed during outbreaks or pandemic or when Wesleyan College is responding to local, regional or national emergency conditions.

Employees who wish to work from home may contact their individual supervisor for permission. During an infectious disease outbreak, accommodations to work from home will be made on a case-by-case basis. If the entire campus closes due to an outbreak, essential personnel will still be required to report to work. Essential personnel include, but are not limited to, Campus Police and Facilities Personnel with other personnel being designated as essential depending upon the circumstances.

### **Preventing the Spread of Infection**

In general, to prevent the spread of any infectious disease, all campus constituents should always engage in good hygiene, including, but not limited to: frequent hand washing with warm, soapy water; covering your mouth whenever you sneeze or cough; and discarding used tissues in wastebaskets.

Individuals with symptoms of an infectious illness may not come to work or class. Employees who report to work ill will be sent home in accordance with the recommended health guidelines.

The college engages in the following ongoing protocols to prevent the spread of disease:

- Alcohol-based hand sanitizer stations in the common areas
- Request that all students and employees sanitize common area prior to utilization
- Regular cleaning of frequently used objects and areas including: bathrooms, breakrooms, conference rooms, door handles and railings

### **Social Distancing Guidelines for Infectious Disease Outbreaks**

In the event of an infectious disease outbreak, at the discretion of the college, Wesleyan may implement these social distancing guidelines, based on the recommendations of the CDC and the Georgia Department of Public Health in order to minimize the spread of the disease among the campus.

1. Avoid meeting people face-to-face. Employees are encouraged to use the telephone, online conferencing, e-mail, or instant messaging to conduct business as much as possible, even when participants are in the same building.
2. If a face-to-face meeting is unavoidable, minimize the meeting time, choose a large meeting room, and sit at the designated distance from each other if possible; avoid person-to-person contact such as shaking hands.
3. Avoid any unnecessary travel and cancel or postpone nonessential meetings, gatherings, workshops, and training sessions or hold meetings virtually when possible.

4. Do not congregate in workrooms, bathrooms, copier rooms, or other areas where people socialize.
5. Encourage members and others to request information and orders via phone and e-mail in order to minimize person-to-person contact. Have the orders, materials, and information ready for fast pick-up or delivery.

### **Student Immunizations**

It is the Policy of Wesleyan College to comply with the mandatory immunization programs as outlined by the Georgia Division of Public Health, in accordance with the guidelines set forth by the Center for Disease Control as well as the American College Health Association. Please see the Student Immunization Policy for more details. During an epidemic or a threatened epidemic of any disease preventable by immunization at Wesleyan College, and when an emergency has been declared by appropriate Georgia health authorities, President of the College, in conjunction with the appropriate health authorities, may promulgate rules and regulations specifying diseases against which immunizations may be required.

### **Isolation and Quarantine**

Individuals may be asked to isolate or quarantine according to the health guidelines for the specific infectious disease. The College will identify the area(s) within existing campus facilities that could be used as an isolation ward during a large-scale infectious disease event for residential students. This space does not need to be kept vacant and/or unused but will be evacuated if it becomes necessary. The area(s) should be capable of housing beds for up to 10% of the total campus residential population. Wesleyan College will work with local authorities in cases involving campus residents to ensure that the campus community is maximally protected. It will be up to the discretion of the College, based on the recommendation of local health department officials, when to institute a quarantine. Individuals who do not comply with the isolation or quarantine procedures will be subject to disciplinary action.

Note that the operation of such an isolation ward will necessitate the identification of staffing and supply resources, including beds, food, basic supplies, medical care, security, custodial services, etc.

### **Student Continuity**

Academic continuity may include, but is not limited to, a procedure for students to take courses online, providing virtual tutoring to students in quarantine or isolation, and a procedure for students in quarantine or isolation to obtain class lectures and participate in exams.

Residential and dining services may include, but are not limited to a plan for housing and dining services for students who must stay on campus during an infectious disease outbreak. This plan may include transport of food to individuals who are isolated or in quarantine during an infectious disease outbreak. Plans for counseling and health services will be considered for students remaining on campus during a quarantine.

### **Restrictions**

Wesleyan College reserves the right to restrict access to College property by any individual or group of individuals during infectious disease incidents. Restrictions may be partial or total and will be based upon sound principles of public health, as identified by the Task Force and health authorities. Restrictions may include, but are not limited to, classrooms, athletic events, workplaces, and campus housing facilities.

### **Confidentiality and Assurance against Retaliation**

Every effort will be made to ensure confidentiality of information received as a part of this policy and to protect the privacy of all parties involved. Retaliation against employees and/or students who report concerns is strictly prohibited and may be grounds for disciplinary action.

### Violations of the Policy

Employees found in violation of this policy will be held accountable by their supervisor and subject to disciplinary measures. Students found in violation of this policy will be subject to disciplinary action in accordance with the Student Code of Conduct.

Interpreting and Implementing Authority

President of the College