

Communicable Illness/Pandemic Outbreak Procedure

Purpose:

Central Community College will review, evaluate, and respond to any suspected or confirmed instances of certain communicable illnesses among members of the CCC community which may be transmitted in normal business or academic settings. The following plan outlines protocol in the event of learning that a member of the College community has contracted a severe communicable disease, or wide-reaching food borne illness. Individual review, evaluation, and response will take into consideration applicable federal and state laws; and recommendations from local Public Health Officials and comply with any corresponding directives from those Health Officials regarding the communicable illness. CCC is committed to the protection of both public health and individual rights to the extent possible in each case. This plan is developed to increase Central Community College's overall emergency management capabilities in response to threats and occurrences of communicable illness/pandemic outbreak. This is accomplished by enhancing CCC's Comprehensive Emergency Management Plan using hazard specific planning that addresses strategies for communicable illness/pandemic outbreaks and appropriate measures to take.

Definitions:

Close Contact- Contact with an individual with a Communicable Disease that is deemed by Public Health Officials to put the uninfected person at enough risk for acquiring the disease and transmitting it to others that mitigation action is necessary.

Communicable Disease- A communicable disease is an illness due to a specific infectious agent which can be transmitted from one individual to another. The disease may be transmitted through direct contact with an infected individual or indirectly through a vector.

Communicable Period- The communicable period is that period of time or times during which the infectious agent may be transferred directly or indirectly from an infected person to another person.

Contact Tracing- A process that involves identifying an individual who has a Communicable Disease (case) and their exposed contacts, then working with those individuals to interrupt disease transmission.

Pandemic- An influenza pandemic is a global outbreak of disease that occurs when a new influenza virus emerges and spreads around the world, and most people do not have immunity. Viruses that have caused past pandemics typically originated from animal influenza viruses.

Communicable Diseases (of concern):

- Chickenpox (varicella zoster)
- Diphtheria
- Influenza (Flu)
- Meningitis, Bacterial (Meningococcal meningitis)
- Mononucleosis, Infectious (Mono)
- Pertussis (Whooping Cough)
- SARS (Severe Acute Respiratory Syndrome)
- Measles (Red measles; Rubeola)
- Measles (German)
- Mumps

- Tuberculosis (TB)
- Covid 19

Current management guidelines for these illnesses and others are available at: Centers for Disease Control and Prevention (www.cdc.gov). This plan does not pertain to Sexually Transmitted Disease (STDs).

Communicable Illness/Pandemic Outbreaks Specific Objectives and Checklists:

- 1) Planning and Coordination: Coordinates plan development and implementation and provide appropriate command and control. The plan will address college mandates based on the most current information available to ensure the health and safety of the campus community. Where required, emergency notifications for Communicable Disease Outbreaks will be issued pursuant to Clery notifications.
- 2) Situation Monitoring, Assessments and Containment: Uses surveillance activities for rapid detection of possible disease infections and assists in making proper recommendations to prevent disease transmission.
- 3) Prevention, Education, and Warnings: Provides accurate and timely information regarding steps individuals may take to prevent or reduce infection and information regarding College efforts in responding to the pandemic.
- 4) Sheltering and housing needs: Provides sheltering needs during a pandemic. Sheltering needs include the possibilities for quarantines for those who have come into contact (or believed to have come into contact) with the infectious disease and/or possibility of separate housing for infected/sick persons (isolation). Sheltering needs will include food and water considerations.
- 5) Implementation of health safety protocols as a requirement of permitted presence for persons entering any campus or facility owned or controlled by a Central Community College, consistent with guidance or directives from local, state, or federal authorities. (E.g., wearing mask or PPE to prevent shedding/spread of a virus, social distancing, using hand sanitizer, wash hands frequently).
- 6) Activate Central Community College Pandemic Response Team to consider measures such as social distancing, College closure, cleaning procedures, travel monitoring, class suspension, use of PPE, etc7) Communications will include the requirement that the appropriate Vice President(s), Chief Human Resources Officer(s) or designees will ensure education and outreach programs are developed to provide employees and students with appropriate factual material regarding relevant disease protocols and precautions. Official communications with external stakeholders will be disseminated from the President's or other designated office

Emergency Operations Center (EOC) Concept of Operations.

The Emergency Operations Center will not be physically staffed during pandemic emergencies. The possibility for disease transmission precludes gathering key personnel in one area. The EOC will, however, operate in concept. Personnel who normally report to the EOC continue to perform their assigned NIMS roles during the response phase/pandemic period but would do so from their appropriate department operating centers or home instead of the EOC.

Coordination would be accomplished via means of telephone conference calls, emails, or other means developed that would allow for participation of EOC members.

Administrative functions normally performed in the EOC would be performed via the aforementioned communication methods and coordination with departments who typically would not report to the EOC will be coordinated through their normal chain of command.

Large scale policy decisions will be made and implemented based on information received from various entities including the local Health Department, county, state authorities, and other advisories and recommendations gathered during the pandemic.

College departments/clusters should submit situation reports to Campus President (Team Leader)/Incident Commander, as appropriate, advising ongoing operational efforts during declared pandemic emergencies. Additionally, requests for needs that cannot be satisfied through normal channels should be submitted to Campus President (Team Leader)/Incident Commander.

External coordination with county agencies and the College response efforts is necessary and should be accomplished on a continuous basis during any pandemic response effort. The Incident Commander in conjunction with the Team Leader and the Emergency Response Team will have absolute authority over the campus in the event of a communicable illness outbreak.

Factors to consider for implementation of quarantine and/or isolation:

- Explain to the community and involved individuals of the reason for isolation including its effectiveness and duration as well as support available to person in quarantine and/or isolation.
- Identify other individuals who may be at risk for developing infection (potential secondary cases).
- Food: the feeding of individuals in CCC facilities
- Monitoring (active or passive) and final assessment of individuals in residential housing.
- Educational and/or work needs addressed.
- Communication needs addressed.

For Resident Hall Students:

The Directors of Residence Life or the Housing Coordinators shall inform the Vice President of Student Services and Enrollment Management when they have received information regarding a resident that may be a public health concern.

When a Director of Residence Life or Housing Coordinator learns of a student potentially infected with a contagious disease, the staff member will follow their approved College and/or departmental protocol. Residence Life will then communicate with other areas of the College, to include, the Vice President of Student Services and Enrollment Management, Facilities Management, and Security.

Ideally a student housing resident who has been infected with a contagious disease will return to their primary off-campus residence. If returning to a primary off-campus residence is not an option, Residential Life will identify spaces where contagious resident(s), or roommates of contagious residents could be temporarily housed for the duration of the contagious period. The College will follow the recommendations of the Center for Disease Control (CDC) and/or the local health department whenever

possible. For less severe contagious disease cases, the College recommends self-isolation.

Other plans to isolate contagious persons will be enacted based on factors including the number of other cases of contagious persons with the same disease and recommendations or orders from local public health officials.

Residential Life and Student Services will partner to provide meals and fluids to students who have reported their contagious disease. Residential Life and Facilities Management will work with any displaced students to thoroughly clean and sanitize their living quarters when necessary. The Facilities Manager and Custodial Supervisor will be responsible for informing all facilities and custodial staff who are assigned to the isolation area of the diagnosis and mode of transmission of the disease. The Facilities Manager and Custodial Supervisor shall inform the facilities and custodial staff of the recommended methods of self-protection that should be used in carrying out routine and special services.

College Employees with Communicable Diseases:

1. It is the responsibility of an employee who has a confirmed communicable disease to report that information to their supervisor and to Human Resources for the health and safety of the College community, the employee is expected to remain off work until the risk of infecting others has ended and until he/she can return to full duties.
2. Any employee who has a communicable disease and reports off sick as a result of the disease shall be required to coordinate with Human Resources before being permitted to return to work.
3. The Human Resources Department, in consultation with the VP of the campus, shall determine the extent of the involvement of other major College offices in the management of the communicable disease. The decision will be based upon evaluation of the risk to the college community. Major College/campus offices may include: Residence Life, Student Services, Facilities Management., Custodial Services, Security, Public Relations. The directors/supervisors shall implement plans to maintain a safe and orderly campus environment.

Awareness/Training Employees about Communicable Disease:

Employee awareness/training shall be scheduled regarding communicable diseases as needed and shall include but not be limited to:

- Overview of Communicable Disease Plan.
- Overview of methods of infection and communicability for the common communicable diseases.
- Methods of self-protection.
- Roles of staff when implementing the Communicable Disease Plan.
- Information regarding the location of the written plan and contact information regarding questions related to the plan will be available.
- Posters on protecting yourself against contamination will be posted in strategic locations.
- Updates via College communication- email system.