I. POLICY STATEMENT

Scope

To develop procedures and policies for Northern Kentucky University students who reside on or off-campus who have been diagnosed with a communicable disease.

Policies

The options of the student returning home or keeping the student on campus in isolation are intended to prevent the spread of the communicable disease. The preferred practice shall be to return the student to his/her home of record, if at all possible. If the student resides off campus, arrangements should be attempted to get the student transported to his/her home of record for continued care and convalescence.

In the event that a student, or students, with a communicable disease must remain in isolation on campus, the Director of HCPS or his/her designee, shall, in consultation with the Dean of Students, determine the extent of involvement with other university offices in the management of the communicable disease. This decision will be based upon the Director of HCPS and Dean of Students’ evaluations of the risk to the university community in collaboration with the Northern Kentucky Health Department Epidemiology Services.

The university departments that may be included in the decision are: University Housing, Facilities Management, University Police, University Marketing and Communications and Chartwell’s Food Service. The directors and/or designees of each of these offices shall be contacted. Together they shall implement plans to care for the infected student(s) and to maintain a safe and orderly campus environment.

The Director of University Housing shall provide information on the location in which the student is convalescing to all appropriate parties within the University Housing Office, as is necessary. The University Housing Office shall advise its staff of procedures to be used in communication with the infected student and in serving the residential needs of the infected student with the assistance of the HCPS staff.

The Office of Business Operations shall be responsible for coordinating meals for the infected student during the convalescent period in isolation on university property.

If necessary, the Assistant Vice President for Facilities Management or his/her designee shall arrange for routine and special custodial services for the area in which the student is convalescing. He/she shall be responsible for informing all custodial staff who are assigned to the isolation area of the diagnosis and mode of transmission of the disease. The Assistant Vice President for Facilities Management or his/her designee, with the assistance of HCPS staff, shall train the custodial staff on the recommended methods of self-protection that should be used in carrying out routine and special custodial services.
The Director of University Police, with the assistance of the HCPS, will inform police officers that a person or persons with a communicable disease is convalescing on campus. The Director of University Police shall provide police officers with information about the disease, the location where the student is convalescing, and the recommended methods of self-protection should the campus police need to come in close proximity of the infected student.

The Dean of Students shall be responsible for notifying the necessary academic faculty and staff of the incident if the student is going to be out of class for any extended period of time.

When a student convalesces at home, he/she shall be required to visit the HCPS office and provide a statement of non-communicability from a physician before returning to campus activity. Students being isolated on campus or in the local community shall be informed about the procedures for returning to campus activities and/or requesting assistance with campus needs by a representative of the HCPS staff at the time of their isolation. A physician or nurse practitioner shall provide documentation that a student is no longer infectious to others and that he/she presents no risk to the university community. The Director of HCPS or his/her designee shall notify appropriate parties that the student has been released from care and may return to full campus activity.

II. ENTITIES AFFECTED

Students

IV. DEFINITIONS

For the purpose of this policy, communicable diseases are defined as infectious diseases that are spread from person to person through a common vehicle e.g. food, water or I.V. fluids; contact; airborne transmission; or via insect vector. Reportable diseases include those required as outlined in 902 KAR 2:020 to be reported to the Northern Kentucky Health Department (NKHD) or the Kentucky Department of Public Health (KDPH) in Frankfort (See attached list and reporting form). A communicable disease affecting a disproportionate number of individuals within a population is said to be an epidemic. If the disease progresses to worldwide distribution it becomes pandemic. Certain communicable diseases are especially problematic on college campuses because the close proximity of students to one another. These diseases include but are not limited to:

Reportable Communicable Diseases of Interest:
- Hepatitis A
- Measles
- Meningococcal Infections
- Pertussis
- Rubella
- Tuberculosis

Non-reportable Communicable Diseases of Interest:
- Epstein Barr Virus (Mononucleosis)
- Influenza (including H1N1)
- MRSA
- Pediculosis (lice)
Rubella
Rubeola
SARS
Scabies
Varicella (chicken pox)

See the attached list of communicable diseases reportable to the Northern Kentucky Health Department (NKHD), 859-363-2070, or after hours, 859-391-5357. This includes exposures, i.e. Animal bites. The attached Kentucky Reportable Disease Form may also be completed and Faxed to NKHD Department of Epidemiology Services at 859-647-3851 or 859-578-3689.

V. RESPONSIBILITIES

The responsibility for coordination of the implementation of the Communicable Disease policy may include any or all of the following groups under the direction of the Director of HCPS in collaboration with the Dean of Students:
- Presidents Executive Team
- University Housing Office
- University Food Services
- Assistant Vice President for Facilities Management or his/her designee
- University Police
- University Marketing and Communications

The Director of HCPS shall notify the Vice President for Student Affairs who shall in turn notify the President and members of the Presidents Executive Team when a communicable disease threatens the university community. When deemed appropriate by the Presidents Executive Team, it will be the responsibility of the Marketing and Communications Office to announce that an epidemic/pandemic of a communicable disease has been confirmed and to state the related facts that serve to inform and protect the university community. At this point, the University’s Pandemic Plan will go into effect.

VII. PROCEDURES

Procedures for treating currently enrolled students with communicable diseases are as follows:

1. When Health, Counseling and Prevention Services (HCPS) or University Housing staff are notified a student has been diagnosed with a communicable disease, the source will be established and the Dean of Students will be notified of the situation. The Director of HCPS will be responsible for reporting the specifics of the confirmed communicable disease(s) to the appropriate public health agencies when required. Further actions will be coordinated with the Dean of Students in collaboration with the Director of HCPS, the Associate Director of Health Services and the NKHD.

2. In the event that an NKU student, faculty or staff member is diagnosed with a reportable communicable disease, the Associate Director of Health Services will notify the Director of HCPS, who will in turn notify the Dean of Students. Together the Director of HCPS and the Dean of Students shall determine the extent of the involvement of the other major university offices in the management of the communicable disease. This decision will be based upon the Director and Dean of Students’ evaluations of the risk to the university community in accordance with the recommendations of the NKHD, the Kentucky Department for Public Health (KDPH), and the Centers for Disease Control (CDC).

3. The university departments that may be included in the decision are: University Housing, Facilities Management, Campus Police, University Marketing and Communications, Chartwell’s Food Service. The directors of each of these offices may be contacted. Together in collaboration with the Associate Director of
Health Services and the NKHD they shall implement plans to care for the infected student(s) and to maintain a safe and orderly campus environment.

4. When University students, faculty, or staff are involved in an outbreak of any communicable disease the department of HCPS will be presumed to be in charge of managing the outbreak, with assistance from the NKHD Epidemiology Services, unless otherwise notified.

5. Steps to follow/assist with as necessary in collaboration with NKHD:
   a. Establish a diagnosis, using recommended laboratory, or if diagnosed off campus and notified by NKHD of diagnosis, advance to step b.
   b. Administer/arrange chemoprophylaxis to appropriate contacts in collaboration with and under the recommendation of NKHD epidemiology services per treatment guidelines outlined in The Red Book, 28th (Ed.).
   c. Public statements will only be issued by University Marketing and Communications. Prepare a news release for University Communications, NKU Campus Police, students, parents, and the public who call with questions.

VIII. REPORTING REQUIREMENTS

Reportable Communicable Diseases of Interest:
Hepatitis A
Measles
Meningococcal Infections
Pertussis
Rubella
Tuberculosis

REVISION HISTORY

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