

Communicable Disease Management Plan

Southwestern Oregon Community College must be prepared to act in the event of an outbreak of a communicable disease among our student and employee population. A communicable disease outbreak can potentially turn into an epidemic and threaten the health and well-being of the entire campus community. Therefore, specific steps will be taken to ensure that all students, faculty, and staff at SWOCC are protected should an outbreak occur. The College will follow this plan on communicable disease outbreaks and will cooperate with all county, state, and federal authorities regarding the identification, treatment, and prevention of communicable diseases.

This plan is effective for, but not limited to, the reportable communicable diseases listed below:

- Chickenpox
- Hepatitis
- Influenza (COVID-19)
- Measles (Rubella)
- Meningitis*
- Mumps
- Pertussis
- Rubella
- Tuberculosis (TB) active
- Tetanus

A confirmed diagnosis of any of these diseases or any cluster of illness (two or more people with similar illness) will be reported to Coos Health and Wellness (CHW) within 24 hours of diagnosis. Contact information is below, but is subject to change:

Weekdays 8:00 a.m. – 5:00 p.m.
541.266.6700
After hours, weekends, and holidays
1.541.396.2106

*Suspected or confirmed cases of meningitis are also to be reported immediately.

The report should include:

1. Reporter's name, location and phone number
2. Name of the disease reported and the onset date
3. The individual's name, address, phone number, age, sex, and race
4. The attending physician's name, location, and phone number
5. Any pertinent clinical, laboratory, and treatment information

Responsibility for Campus Reporting

1. In the event that a SWOCC student or employee is diagnosed with a reportable communicable disease, the Office of Administrative Services or Office of Student Services should be notified.
2. The Vice President of Administrative Services or Vice President of Student Services will notify the College President.

3. The Vice President of Administrative Services will convene the Emergency Management Team and the Communications Officer to begin written notification for campus-wide distribution.
4. If a student who lives in Student Housing, Student Housing will be notified.
5. It is up to CHW, based on information provided by the diagnosing provider, to determine whether or not the student should return home, continue to be housed on campus, housed off campus, or transferred to another facility (i.e., a hospital). If the student cannot travel to their home, the College will work with CHW to determine an appropriate solution.

Procedures for Managing the Outbreak

The Emergency Management Team (EMT) with guidance from the College's Executive Team and CHW will, be in charge of coordinating all healthcare during the outbreak. The College will follow the Communicable Disease Management Plan and all additional recommendations from county, state, and federal authorities.

EMT/Administrative Services with assistance from CHW will:

1. Immediately begin an investigation
2. Verify the diagnosis
3. Gather information to confirm an outbreak
4. Identify contacts of the case and potential sites of transmission during the period of communicability
5. Contact students, faculty, or staff who were possibly exposed
6. Make appropriate recommendations to susceptible contacts
7. Arrange for necessary vaccination (if appropriate) for susceptible contacts
8. Pertinent information as to the nature of the disease outbreak and specific recommended preventative actions, medical monitoring/counseling, additional cleaning and disinfection of public spaces, etc., may be released to the SWOCC community of students, faculty, and staff by SWOCC Office of Communication via email if approved.
9. To ensure containment of the communicable disease, a systemic disinfection of impacted classrooms, offices, bathrooms, residence apartment, and activity areas will be disinfected per CHW and/or CDC recommendations based on the specific disease.

Procedures for Student Housing

1. Should a student notify the Director of Student Housing, a Resident Director, or other Student Housing staff that they have a communicable disease, but haven't been seen a public health official, Student Housing personnel should contact Administrative Services or Student Services for guidance on how to proceed with precautions.
2. It is unlikely that a student will be quarantined in the residence halls unless quarantine/isolation units are available. The College will work with CHW on a case-by-case basis to determine appropriate quarantine measures.
3. If a student needs to be isolated and lives in an apartment with other apartment-mates, Student Housing will work with the student to ensure he/she has limited contact with others in the apartment. The student may need his/her own bedroom with a private bathroom and someone who can leave food and water outside of the bedroom door.

Procedure Should the Individual be an International Student

If the student diagnosed with a communicable disease is an International student, the Office of International Students will be notified and advised of the needs of the student. If isolation is necessary, Student Housing in conjunction with CHW will work to determine appropriate housing.

Procedure for an Infected Student Returning to Classes and Campus Activities

1. Before a student is discharged from isolation and before returning to classes at the College, he/she must be examined by a medical professional. The medical professional should certify that the student is no longer infectious to others and that he/she presents no risk to the campus community.
2. Student Housing shall notify appropriate departments that the student has been released from care and may return to full campus activity.

Procedure for Establishing STUDENT Awareness Regarding a Communicable Disease Outbreak

The Emergency Management Team and Student Services shall oversee general campus awareness regarding any communicable disease outbreak. Awareness shall include, but is not limited to the following:

1. Information on protecting yourself against disease transmission (handwashing, cough and sneeze etiquette) will be posted across campus in strategic locations and on the MyLakerlink portal.
2. Health promotion activities that stress infection control measurements will be offered.
3. Education on disease symptoms and where to seek help will be provided.
4. The Communicable Disease Outbreak plan will be available on the Administrative Services portal page in MyLakerlink.

Procedures for Managing College Employees with Exposure to or Confirmation of a Communicable Disease

1. Employees who have been exposed to or have confirmation of a communicable disease should:
 - a. contact their immediate supervisor
 - b. stay away from work
 - c. seek advice/diagnosis/treatment through their personal physician
2. The employee's immediate supervisor shall inform Human Resources.
3. The Chief Human Resources Officer (CHRO) or his/her designee will gather more information including verification of the exposure or confirmed diagnosis and will notify College personnel per this plan.
4. 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.
5. The employee's supervisor shall share the letter with Human Resources.

Procedures for Establishing EMPLOYEE Awareness about the Communicable Disease Outbreak Policy

The Emergency Management Team and Safety Coordinator shall oversee employee awareness regarding the communicable disease outbreak. Awareness may include but is not limited to the following:

- Formal training that provides an overview of the College's Emergency Management Plan (Pandemic) Q and A session.
- Information regarding the location of the written plan and contact information related to the plan.

- Information on “protecting yourself” against disease transmission (handwashing, cough and sneeze etiquette) will be posted across campus in strategic locations and on the College’s website.
- Health promotion activities that stress infection control measurements will be offered.
- Education on disease symptoms and where to seek help will be provided.

Procedures for Managing an Outbreak among Participants in the College’s Programs, Camps, or Conferences

1. Responsible adults working with participants enrolled in College-sponsored programs, camps, or conferences shall contact the Office of Administrative Services and the Safety Coordinator when an occurrence of a communicable disease is suspected or has been confirmed.
2. The Safety Coordinator or his/her designee will gather more information including verification of the exposure or confirmed diagnosis and will notify College personnel as per this policy.
3. The Safety Coordinator or his/her designee shall consult with the Vice President of Administrative Services to determine the involvement of other campus departments in the management of the communicable disease.
4. Prior to returning to the event, the participant shall be required to present a letter from a medical professional certifying that the participant is no longer contagious to others and presents no risk to the College community.
5. The decision to terminate any event will be made with guidance from CHW, and the appropriate Vice President.