



Management Of Staff Members With Communicable Diseases Procedure

Procedure Number
WCDHB-IC-0025

Version Nos:
5

1. Purpose

This Procedure outlines the process for the management of West Coast District Health Board (WCDHB) staff members who have communicable diseases.

2. Application

This Procedure is to be followed by all clinical staff throughout WCDHB.

3. Definitions

For the purposes of this Procedure:

Communicable Disease is taken to mean an infectious disease listed within the Guidelines section of this Procedure.

High risk is taken to mean identifies those staff members who are food handlers, childcare workers, and pregnant women.

Notifiable Disease is taken to mean any disease specified in either the First Schedule or Second Schedule of the Health Act 1956., or in the Tuberculosis Act 1948.

4. Responsibilities

For the purposes of this Procedure:

Clinical Nurse Specialist - Infection Control is required to:

- oversee all aspects of this Procedure
- monitor the performance of WCDHB staff members in relation to this Procedure;

Staff Members are required to:

- ensure they abide by the requirements of this Procedure;
- abide by all WCDHB Infection Control Policy and Procedures;
- abide by all WCDHB Health and Safety Policy and Procedure.

5. Resources Required

This Procedure requires no specific resources.

6. Process

- 1.00 All staff members are required to show a responsible attitude to their health by not working while ill and seeking medical attention when required.
- 1.01 Staff members who are suffering from an infectious disease are not to be at work. This is to ensure their own well-being and prompt recovery, and for their patients and colleagues safety.
- 1.02 Staff members suffering from a Notifiable Disease are to be guided by the recommendations of the Medical Officer of Health.
- 1.03 Staff members are to be aware that not every case of acute Gastro-enteritis is notifiable. However, those that must be notified include those where there is a common source or from a person in a high risk category or single cases of chemical, bacterial or toxic shellfish poisoning (of any type) and disease caused by Verocytotoxic E Coli.



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- 1.04 Any queries can be made to Crown Public Health (Ph 03 768 1160, Fax 03 768 1169) or to the Clinical Nurse Specialist - Infection Control or the Occupational Health & Safety Advisor.

7. Precautions And Considerations

- ➔ Staff members who are suffering from an infectious disease are not to be at work.
- ➔ Staff members suffering from a notifiable disease are to be guided by the recommendations of the Medical Officer of Health.

8. References

New Zealand Standard – Infection Control (NZS 8142:2000)

9. Related Documents

WCDHB Infection Control Procedure Manual
WCDHB Health and Safety Policy and Procedure Manual

10. Guidelines

Communicable Disease	Work Restrictions	Additional Comments
AIDS.		See HIV.
Abscesses.		See Staphylococcal Infection.
Campylobactor.	Exclude symptomatic staff from food handling and patient care duties. Individual cases to be assessed by IC and OSH for transmission risk and appropriate measures put in place to prevent cross infection.	Ensure all staff returning to work are reminded of the importance of hand washing. THIS IS A NOTIFIABLE DISEASE and requires source investigation.
Carbuncle.		See Staphylococcal infection.
Chicken Pox.		See Varicella Zoster.
Cholera.	Exclude from work until clearance is granted by the Medical Officer of Health.	THIS IS A NOTIFIABLE DISEASE and requires contact tracing for individuals who require prophylactic antibiotics.
Cold.		See URTI.
Conjunctivitis.	Until discharge ceases or individual is asymptomatic. No patient contact or food handling.	
Cryptosporidiosis.	Exclude high risk cases whilst symptomatic.	THIS IS A NOTIFIABLE DISEASE which requires source investigation.



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Communicable Disease	Work Restrictions	Additional Comments
Cytomegalovirus.	Nil.	Primary CMV infection in a pregnant woman can cause foetal abnormalities.
Diphtheria.	Restrict from work until clearnace given by Medical Officer of Health. Staff must not be involved in food handling, child care or patient contact.	THIS IS A NOTIFIABLE DISEASE and requires contact tracing who require prophylactic antibiotics.
Gastroenteritis (Acute).	Staff should remain off work for 48hrs until symptoms have resolved, and should not have patient contact or handle food.	THIS IS A NOTIFIABLE DISEASE and requires contact tracing for individuals who require prophylactic antibiotics.
English Measles		See Morbilli.
Epstein-Barr Virus.	Nil.	
Glandular Fever.	Strict hand washing, no kissing immunocompromised patients or neonates.	
German Measles.		See Rubella, requires contact tracing, immunisation may need to be considered in susceptible contacts.
Giardiasis.	Symptomatic staff should not have patient contact or handle food. On completion of drug therapy asymptomatic staff may return to work.	THIS IS A NOTIFIABLE DISEASE which requires source investigation.
Heamophilus Influenza B (HIB).	Nil exclusion required. Cases may need to be isolated.	THIS IS A NOTIFIABLE DISEASE and requires contact tracing who require prophylactic immunization.
Hepatitis A (Viral).	Remove staff from all patient contact and food handling during period of communicability (8-30 days and a few days after the onset of Jaundice), may not have diarrhea.	THIS IS A NOTIFIABLE DISEASE which requires contact tracing for individuals who require prophylactic treatment and source investigation.
Hepatitis B.	Nil. Staff must practice strict adherence to standard precautions.	THIS IS A NOTIFIABLE DISEASE which requires contact tracing for individuals who require prophylactic treatment and source investigation.
Hepatitis C.	Nil. As above.	THIS IS A NOTIFIABLE DISEASE which requires contact tracing.



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Herpes Simplex (Cold Sores).	Standard precautions. Staff have no contact with neonates or immunocompromised children.	Gloves are recommended for staff with Herpetic Whitlow and masks and gloves for those with oral HSV infection. Consider antiviral therapy.
Human Immunodeficiency Virus (HIV).	Nil. Standard precautions must be strictly adhered to.	THIS IS A NOTIFIABLE DISEASE and requires contact tracing. Staff education re transmission risk is essential.
Impetigo.		See Staphylococcal Infection.
Infectious Parotitis (Mumps).	Exclude from work until 9 days after the onset of mumps.	THIS IS A NOTIFIABLE DISEASE which requires contact tracing who may require prophylaxis.
Influenza.	Off work until systemically well.	THIS IS A NOTIFIABLE DISEASE
Legionella.	Nil	THIS IS A NOTIFIABLE DISEASE and requires source investigation.
Leprosy	Symptomatic staff should be excluded from work until well.	THIS IS A NOTIFIABLE DISEASE which requires contact tracing who may require prophylactic treatment and source investigation.
Leptospirosis.	Nil.	THIS IS A NOTIFIABLE DISEASE which requires source investigation.
Listeriosis.		Pregnant staff should be aware of the risks of contracting Listeriosis.
Malaria.		THIS IS A NOTIFIABLE DISEASE which requires source investigation.
Morbilli (English Measles).	Respiratory isolation until 4 days after appearance of rash. Off work during period of communicability – variable from before symptoms appear until 2 days post rash, when working with neonates.	THIS IS A NOTIFIABLE DISEASE Notify Infection Control for contact tracing if staff member was at work during period of communicability. Must not work with immunocompromised patients.
MRSA (Methicillam Resistant Staph Aureus).	Should have no patient contact until swabs are clear as per Procedure, may work in non patient contact areas.	Contact Infection Control Advisor for management.



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Meningococcal Infection (Neissera Meningitis).	Exclude from work until a complete two days of Rifampicin has been taken unless commenced on Ceftriaxone.	THIS IS A NOTIFIABLE DISEASE Consider immunization. Notify Infection Control for contact tracing.
Paronychia (Bacterial or Fungal).	Exclude from work until acute symptoms subside (purulent discharge and pain), and swab results are clear. The nature of the organism will determine the need for continuing work restrictions.	Those individuals with chronic infections may work provided standard precautions are strictly adhered to, following advice from Infectious Diseases Physician
Pertussis (Whooping Cough).	Off work until 5 days of a minimum 14 day course of Ethromycin has been completed or for 21 days after the onset of Paroxysmal coughing.	THIS IS A NOTIFIABLE DISEASE Consider prophylactic antibiotics for close household contacts.
Rheumatic Fever.	Nil.	THIS IS A NOTIFIABLE DISEASE and requires contact tracing and prophylactic antibiotics for contacts.
Ring Worm.		See Tinea.
Rotavirus.	Must not work with immunocompromised patients, neonates and infants up to two years until no longer shedding virus	Staff returning to work must understand the importance of hand washing, asymptomatic shedding can continue for up to 8 days.
Rubella (German Measles).	Remove from non-immune pregnant women or off work for 7 days after the onset of rash.	THIS IS A NOTIFIABLE DISEASE which requires contact tracing who may require immunization.
Salmonellosis.	While symptomatic should not handle food or have patient contact. Individual cases to be assessed by IC Officer or OSH for transmission and cross infection risk.	THIS IS A NOTIFIABLE DISEASE requiring source investigation. Infection Control Officer to be notified.
Scabies.	Exclude from work until 24 hours after application of prescribed treatment.	Gloves must be worn during treatment period when in patient contact.
Shigellosis.	Restricted patient and food handling contact whilst symptomatic. Individual cases to be assessed by the ICO and OSH for transmission and cross infection risk management.	THIS IS A NOTIFIABLE DISEASE requiring sources investigation. Infection Control Officer to be notified.



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Shingles.		As for Varicella Zoster.
Staphylococcal Infections (Abscesses, Boils, Carbuncles, Impetigo).	Exclude from contact with immunocompromised patients, surgical patients or neonates when transmission risk is unable to be controlled or contained.	Exclude from swimming pools and communal environment to prevent contamination.
Streptococcal Disease (Grp A throat infection and skin lesions).	Exclude from food handling and patient contact until asymptomatic or 48 hours post commencing antibiotics.	
Tinea (Curis, Corporis, Capitis, Ringworm).	Nil. Lesions must be covered and gloves worn where patient contact is likely.	
Tuberculosis.	Off work until cleared by the Medical Officer of Health.	THIS IS A NOTIFIABLE DISEASE which requires contact tracing who may require prophylactic treatment.
Typhoid.	Excluded from work until 48 hours after symptoms are clear.	THIS IS A NOTIFIABLE DISEASE which requires contact tracing and source investigation.
URTI (Upper Respiratory Tract Infection).	Off work while nasal secretions persist.	
Varicella Zoster (Chicken Pox).	Off work until lesions are dry and crusted.	Notify Infection Control so contact tracing can be carried out.
Veracytotoxic E Coli (VTEC, Shellfish Poisoning)	Exclude from work until cleared by the Medical Officer of Health.	THIS IS A NOTIFIABLE DISEASE which requires contact tracing.
Whooping cough.	Exclude from high-risk areas until asymptomatic for 48 hours.	See Pertussis.
Yersiniosis	Exclude high-risk staff until asymptomatic for 48 hours.	

Revision History	Version:	5
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