

Review Date: 1/19

Review Responsibility: Board and Administrative Policies Committee

FCCS PROCEDURE

NO.: 3Q

**SUBJECT: TUBERCULOSIS TESTING AND
TREATMENT**

Approved by: Executive Council

Effective Date: May 31, 2001

Date(s) of Revision: Apr 1, 2003; Mar 12, 2008; May 20, 2010; Mar 18, 2013

Responsible for Implementation: All Staff

Tuberculosis Testing and Treatment

Administrative Policy

To assure the health of employees and clients and to prevent the spread of tuberculosis (TB), all new employees are required to complete TB testing within 30 days of their employment. Testing is not mandatory for any other employee.

Procedure

- 1) **Testing for New Employees**
 - a) Employees must undergo a two step process if it has been longer than 15 months since their last TB test.
 - b) Employees may obtain the test from their own physician or from any appropriately licensed and trained health care practitioner.
 - c) Employees who present medical documentation indicating testing is not advisable for them will be excused from this requirement for the time periods specified in the documentation.
 - d) If an employee has religious objections to the test, an x-ray assessed for tuberculosis by a physician may be substituted for the test.

- e) If a test shows evidence of TB, the employee must provide written evidence that he/she has received the appropriate, approved treatment, or is unable to complete treatment for medical reasons.
 - f) The Human Resources Department will maintain records to verify that all testing and treatment has been accomplished as required under this policy.
- 2) Other Testing Considerations
- a) If an employee has knowingly been exposed to someone with active TB, the employee should:
 - i) Complete an EIR and ARFIE (Accident Report for Injured Employee) if the exposure occurred while working;
 - ii) Notify his supervisor of the exposure if the person with active TB has ongoing contact with other agency employees;
 - iii) Contact their physician, or approved Workers Compensation Care Provider if applicable, or any appropriately licensed and trained health practitioner for recommended testing/treatment.
 - b) Employees may also consider contacting their physician or appropriately licensed and trained health practitioner for testing if they have any of the following symptoms of TB:
 - i) A bad cough that lasts 3 weeks or longer
 - ii) Pain in the chest
 - iii) Coughing up blood or sputum (phlegm from deep inside the lungs)
 - iv) Weakness or fatigue
 - v) Weight loss
 - vi) No appetite
 - vii) Chills
 - viii) Fever
 - ix) Sweating at night

For more facts and information about TB and how to prevent it, visit the Center for Disease Control's TB website at www.cdc.gov/tb/.