

University of Prince Edward Island	Policy No. admhrdohs0009	Revision No. 0
Policy Title: Communicable Disease Policy		Page 1 of 4
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1. Introduction

The PEI *Public Health Act* ('*The Act*') and the PEI *Notifiable Diseases and Conditions and Communicable Diseases Regulations* ('*The Regulations*') are the official sources for all information, guidance and directives on communicable diseases.

The Regulations also contain a comprehensive list of all communicable diseases.

2. Purpose

- 2.1. The purpose of this Policy is:
- 2.1.1. To manage the risks associated with communicable diseases and their impact on the University and University Members.
 - 2.1.2. To provide guidance to individuals who may have been exposed to a communicable disease to prevent further transmission.
 - 2.1.3. To provide University Members with the most up-to-date official guidance and adopt prudent public health and healthcare practices.
 - 2.1.4. To ensure that the University is in compliance with all applicable legislation governing communicable diseases.

3. Scope

- 3.1. Everyone who works, studies, or visits a **UPEI Campus** is covered by this Policy, as well as off-campus situations, involving University Members, where activity is directly related to University business.
- 3.2. This Policy is restricted to human communicable diseases. Reportable animal diseases fall under the *Health of Animals Act: Reportable Diseases Regulations*.

4. Definitions

- 4.1. **Communicable Disease:** an illness that is caused by the transmission of an infectious agent or its toxic products, directly or indirectly, from an infected person, animal, plant, object, or the environment, as prescribed by regulation.
- 4.2. **Communicable Disease Outbreak Plan:** the Outbreak Plan issued by the Director of the Health and Wellness Centre and the Health, Safety & Environment Manager of

UPEI to provide guidance and support to University Members who suffer from, or may have been exposed to, a communicable disease, and to all University Members during an **outbreak** of a communicable disease.

- 4.3. **Outbreak:** The occurrence of cases of a communicable disease in excess of what would normally be expected in a defined community. The PEI Chief Public Health Office is the official body that declares an outbreak in the community.
- 4.4. **Routine Practices and Additional Precautions Guidelines:** Safe work practices and precautions issued by the Public Health Agency of Canada and adopted by the University to prevent the spread of communicable diseases.
- 4.5. **University, UPEI:** The University of Prince Edward Island.
- 4.6. **UPEI Campus:** UPEI offices and campuses on Prince Edward Island.
- 4.7. **University Members** include:
 - 4.7.1. all current employees, students, and post-doctoral fellows
 - 4.7.2. any person holding a university appointment whether or not that person is an employee
 - 4.7.3. separately incorporated organizations operating on campus who voluntarily agree to submit to the processes under this Policy
 - 4.7.4. organizations and individuals required by contract to comply with University policies
 - 4.7.5. members of the Board of Governors
 - 4.7.6. anyone residing on the UPEI Campus
 - 4.7.7. visitors, volunteers, and guests, and
 - 4.7.8. anyone using University facilities.

5. Responsibilities

- 5.1. The Vice-President, Administration and Finance and the Vice-President, Academic and Research are responsible for the implementation of this Policy and for regular reporting to the Board of Governors on statutory compliance and on any situation involving significant liability or risk to the University, with regards to communicable diseases.

- 5.2. The Director of Health and Wellness and the Health, Safety and Environment Manager of UPEI are responsible for monitoring and assessing communicable disease outbreaks globally.
- 5.3. **University Members** are responsible to consult *the Regulations* for information on communicable diseases and to follow the UPEI **Communicable Diseases Outbreak Plan** during an outbreak of a single case or multiple cases of a communicable disease.

6. Policy

- 6.1. University Members who have or suspect they may have a communicable disease are expected to report their concerns notifiable under the *Act* and the *Regulations* through the channels outlined in the **Communicable Disease Outbreak Plan**.
- 6.2. The **Communicable Disease Outbreak Plan** applies for both single and multiple cases.
- 6.3. The University will reasonably accommodate individuals affected with communicable diseases, as directed by the Chief Public Health Office.
- 6.4. Pursuant to the *Freedom of Information and Protection of Privacy Act (FOIPP)*, the University will take all reasonable steps to protect the privacy of individuals who have communicable diseases.

In administering this Policy, the University will not disclose the identity of any individual who has a communicable disease, except as authorized or required by law.

- 6.5. The Director of Health and Wellness and the Health, Safety, and Environment Manager of UPEI will monitor and assess communicable disease outbreaks throughout the world and follow the *UPEI Pandemic Preparedness Plan* issued by the University's Health and Wellness Centre and the Health, Safety, and Environment Department, as required.
- 6.6. **Internal Communication and Reporting**
 - 6.6.1. If it is confirmed that a member of the University community has contracted a reportable communicable disease, as per the *Regulations*, the Chief Public Health Officer and/or designate will advise the University as to what action is required to be taken.
 - 6.6.2. The University will comply with such directives as per the **Communicable Diseases Outbreak Plan**.

6.7. External Communication

Any communication potentially involving media or information to the greater community will be determined in consultation with the Chief Public Health Officer and/or designate and the UPEI Emergency Operations Team.

6.8. Immunizations

- 6.8.1. For activities particular to a department, the department conducts its own risk assessment, determines immunization requirements and ensures that all personnel are up to date with their immunizations.
- 6.8.2. UPEI Health & Wellness Centre will receive all direct inquiries regarding immunizations.

7. Review

This policy is to be reviewed every five (5) years.

8. Related Policy

- 8.1. UPEI Student Travelling Abroad Policy
- 8.2. Emergency Preparedness and Response Policy

9. Relevant Legislation

- 9.1. PEI Public Health Act
- 9.2. PEI Public Health Act - Notifiable Diseases and Communicable Diseases Regulations