

Agreed Statement K1a2 Infectious and Contagious Diseases

1 Introduction

This statement outlines the action to be taken by any member of staff, who either is in contact with or contracts an infectious disease, to avoid endangering the health of others.

2 Contact with infectious or contagious diseases

Staff who have knowingly been in contact with an infectious or contagious disease should report the fact immediately to their manager and Personnel Department and take one of the following actions:

- If they have been in contact with:

Diphtheria	Typhoid
Poliomyelitis	Paratyphoid
Scarlet Fever	Food Poisoning (including severe diarrhoea or vomiting)
Dysentery	Cholera

Or if they develop any symptoms which it is believed could be as a result of contact with infectious or contagious diseases, particularly those contracted overseas: staff should consult their own doctor immediately and not report for duty until medical advice has been obtained on whether it is necessary for them to remain away from work. If it is necessary, they should not resume work without a clearance certificate. If it is not considered necessary to remain away from work, they should nevertheless ensure that they report either to a BBC surgery or their own doctor any general indisposition occurring within 21 days of the date of contact, or within seven days for diphtheria.

- If they have been in contact with tuberculosis they should consult their own doctor immediately and follow the instructions given,
- If they have been in contact with:

Measles	Chicken-Pox or Shingles
Mumps	Hepatitis
Whooping Cough	Meningitis or Encephalitis
German Measles	

they need not normally remain away from work. If, however, they feel unwell or develop any local or general symptoms they should stay away from work, consult a doctor immediately and produce a clearance certificate before returning to work.

The illnesses stated in the above paragraphs are not an exhaustive list and any member of staff who has been in contact with infectious or contagious diseases not mentioned above, or who develops any symptoms, should seek advice either from their own doctor or from the Occupational Health Department.

3 Catering staff

Catering staff should follow the procedure outlined in Section 2 above. However, if they have been in contact with Poliomyelitis, Typhoid Fever or Paratyphoid Fever,

they must not be employed on duties involving the handling of food until their Personnel Officer has obtained the consent of a Corporation medical adviser.

4 Payment

If staff are advised by their doctor to stay away from work because they have been in contact with a contagious disease, their absence will be treated as special leave on full pay.

5 Staff suffering from contagious or an infectious disease

Staff who have reason to believe that they are suffering from any infectious disease listed in Section 2, should remain off duty and consult their own doctor immediately. If the diagnosis confirms their suspicions, they should send a medical certificate to their Personnel Officer without delay. Staff must stay away until certified free from infection and fit to return to work. In no circumstances should they resume work until their clearance certificate has been obtained.

On receiving the medical certificate the Personnel Officer will inform the appropriate Corporation medical adviser, providing the following details:

- Name
- Department
- Building
- Disease
- Date of diagnosis.

Staff should also inform their Personnel Officer if there is doubt about the diagnosis, or if a period of observation is considered necessary, even though they are allowed to return to work during this period.