

Communicable Disease Policy

The Town of Milton decisions involving persons who have communicable diseases shall be based on current and well-informed medical judgments concerning the disease, the risks of transmitting the illness to others, the symptoms and special circumstances of each individual who has a communicable disease, and a careful weighing of the identified risks and the available alternative for responding to an employee with a communicable disease.

Communicable diseases include, but are not limited to, measles, influenza, viral hepatitis-A (infectious hepatitis), viral hepatitis-B (serum hepatitis), human immunodeficiency virus (HIV infection), AIDS, AIDS-Related Complex (ARC), leprosy, Severe Acute Respiratory Syndrome (SARS), Coronavirus (COVID – 19), and tuberculosis. The Town of Milton may choose to broaden this definition within its best interest and in accordance with information received through the Centers for Disease Control and Prevention (CDC).

The Town of Milton will not discriminate against any job applicant or employee based on the individual having a communicable disease. Applicants and employees shall not be denied access to the workplace solely on the grounds that they have a communicable disease. The Town of Milton reserves the right to exclude a person with a communicable disease from the workplace facilities, programs and functions if the organization finds that, based on a medical determination, such restriction is necessary for the welfare of the person who has the communicable disease and/or the welfare of others within the workplace.

The Town of Milton will comply with all applicable statutes and regulations that protect the privacy of persons who have a communicable disease. Every effort will be made to ensure procedurally sufficient safeguards to maintain the personal confidence about persons who have communicable diseases.

The Town of Milton realizes that employees with contagious temporary illnesses, such as influenza, colds and other viruses, need to continue with normal life activities, including working. In deciding whether an employee with an apparently short-term contagious illness may continue to work, the Town considers several factors. The employee must be able to perform normal job duties and meet regular performance standards. In the judgment of the employer, the employee's continued presence must pose no risk to the health of the employee, other employees and residents and visitors. If an employee disputes the Town's determination that such a risk exists, the employee must submit a statement from his or her attending health care provider that the employee's continued employment poses no significant risk to the employee, other employees or residents and visitors.

Supervisors are encouraged to remind employees that the Town provides paid sick leave to cover absences due to contagious temporary illnesses. All employees are urged to contact Human Resources regarding any questions about the possible contagious nature of another employee's temporary illness.

Quarantine Policy

The Town of Milton will take proactive steps to protect the workplace in the event of an infectious disease outbreak in accordance with CDC guidelines or as otherwise required by federal or state law, regulation or executive order. Employees are encouraged to engage in good hygiene practices while at work, especially hand washing with water and soap.

The Town of Milton will ensure a clean workplace, including the regular cleaning of objects that are frequently handled, such as taps, toilets, door handles and railings. The Town of Milton is committed to providing authoritative information about the nature and spread of infectious diseases, including symptoms and signs to watch for, as well as required steps to be taken in the event of an illness or outbreak.

Employees are provided clear information regarding the circumstances under which sick leave may be used as a form of wage replacement for absences due to quarantine. Sick leave is provided in an effort to make all reasonable attempts to ensure that employees not attend the workplace while displaying symptoms of illness or if subject to quarantine directives.

It is the goal of the Town of Milton, during any time period of quarantine or infectious disease outbreak, to strive to operate effectively and ensure that all essential services are continuously provided and that employees are safe within the workplace.

If you have questions, please contact Human Resources.