

# Communicable Disease and Vaccination Policy

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Job Title: Managing Director

Date: 13<sup>th</sup> September 2021

## Introduction

This policy is intended to minimise risks to employees from health issues associated with control of infectious communicable diseases and is particularly important in environments where risk exists and where the probability of exposure is more likely.

Additionally, it is set out to reduce risks to our clients, Apprentices, learners and specifically service users in the health and social care sector.

## Definitions

Diseases that are:

- Transmitted from one individual to another (also known as contagious diseases).
- Caused by micro-organisms, such as protozoa, fungi, viruses, and bacteria, that invade the body and cause a series of changes that lead to infection and damage to the body.
- Infectious diseases that can be transmitted by direct or indirect contact or through the air.
- Experience shows that the risk of infection is low for the majority of occupations, as direct contact with blood and body fluids does not occur regularly. Much depends on the nature of the exposure. Not all exposures result in infection.

Vaccines are:

- A preparation using a non-infectious element or relative of a particular virus or bacteria and administered with the intention of halting the progress of an infection, or completely preventing it.

## Responsibility

- Learn Plus Us will provide information training and instruction on communicable diseases issues arising from work activities and will monitor and evaluate as required. It is an employee's responsibility to report communicable disease concerns as they arise following the procedure contained within this policy.
- Senior management have ultimate responsibility to ensure arrangements have been put in place to protect employees from foreseeable risks, Line management/supervisors are responsible for implementing the arrangements put in place.
- First aiders and appointed persons receive training from certificated awarding bodies and as such are informed during the training process of the risk of being exposed to communicable disease while carrying out their duties; however, the risk is small.
- The following precautions can be taken to reduce the risk of infection:
  - Adhere to the latest guidance concerning COVID-19 (including the latest advice for first aiders).
  - Cover any cuts or grazes on the skin with a waterproof dressing.
  - Wear suitable disposable gloves when dealing with blood or any other body fluids.
  - Use suitable eye protection and a disposable plastic apron where splashing is possible.
  - Wash hands after each procedure.

## Vaccination

- The need for an employee to be vaccinated will be determined by the risk assessment(s) for each vocational area, within Learn Plus Us. Vaccination should only be regarded as a

supplement to reinforce other control measures. Vaccines if they are needed will be available free of charge to employees.

- From 11<sup>th</sup> November 2021 Government Regulations will come into force meaning that all external visitors to residential care and nursing homes will have to be fully COVID-19 vaccinated to be permitted to go on site.
  - Learn Plus Us provide professional teaching, training and assessment services and as such fall under these regulations.
  - All staff (Tutors) that are over the age of 18 and delivering teaching, training and/or assessment to Health Care Apprentices and learners at their place of work will be required to be fully vaccinated.
  - We will be required to obtain evidence of vaccination from you and share this with the Registered Managers from the care homes where you have allocated Apprentices/learners. When allocated new Apprentices/learners at new care homes we will share your vaccination evidence with the Registered Manager.
- GDPR rules will apply to your sensitive data, this permits the above points and the Registered Manager to complete the mandatory reporting of all visitors and their vaccination record.
- Staff that might make occasional visits to care homes, such as in a sales or IQA capacity, won't be allowed on site if they are not fully vaccinated, but meetings could be held off-site or the work/meeting allocated to another team member who is fully vaccinated.
- At the time of writing this policy the Government had not published a list of Vaccination exemptions, it's widely thought that there won't be a list and anaphylaxis will be the only primary reason, but this hasn't been confirmed. If this is a concern for you, we recommend that you contact your GP.
- From 16<sup>th</sup> September 2021 our safer recruitment policy and procedures will change to include the mandatory requirement for all new Health Care LDMs to be fully vaccinated.



- All colleagues are advised to receive the COVID-19 vaccination if offered to them by their GP or health care provider.

## Incidents of Contact of Communicable Disease

- A Prompt medical advice is important - treatment might be appropriate following infection but to be effective, it may need to be started quickly.
- If you are contaminated with blood or other body fluids, the following action must be carried out without delay:
  - Wash splashes off your skin with soap and running water.
  - If your skin is broken, encourage the wound to bleed, do not suck the wound; rinse thoroughly under running water.
  - Wash out splashes in the eyes using tap water or an eye wash bottle, and the nose or mouth with plenty of tap water – do not swallow the water.
  - Record the source of contamination.
- Take the advice of a trained medical professional or the nearest Emergency Department.
- Following medical treatment, the employees line manager must complete the Accident /Incident form and inform the Managing Director.
- Referral to an occupational health specialist may be necessary but such referral may only be made with the consent of the employee concerned.
- Return to work must be subject to the explicit approval of a medical practitioner; written approval must be available to the HR department.
- A full investigation of the incident is necessary, and any deficiencies identified to facilitate corrective action.
- Lessons learnt from the incident must be communicated.

## Legal references

- Under the requirements of the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 1995 (RIDDOR), there is a legal duty to report certain incidents and dangerous occurrences to the relevant enforcing authority. Incidents such as a puncture wound from a needle known to contain blood contaminated with a blood borne virus or reportable disease must be reported as a dangerous occurrence.
- This policy will be kept up to date and amended accordingly to reflect business needs and legislative changes.
- The Health and Social Care Act 2008 (Regulated Activities) (Amendment) (Coronavirus) Regulations 2021 - Department of Health and Social Care: Coronavirus (COVID-19) vaccination of people working or deployed in care homes: operational guidance.

## Communication and Publication of Policy

- This policy has been published on Breath; all colleagues have access to it and it is covered as part of the induction training for new team members.

## Linked Policies and Documents

- Health and Safety Policy
- COVID-19 Policy
- Safeguarding Policy (safer recruitment)
- Equality and Diversity Policy
- Data Protection Policy (GDPR)