Contagious Illness or Disease Guidelines
February 14, 2017

The Oneida Nation Personnel Policies and Procedures, Section VI, addresses safety and health of our employees, customers and clients. The policy specifically states, "*The prevention of injuries and illnesses is of such importance it will take precedence over operating productivity whenever necessary*."

The Nation's overall goal is to ensure the welfare of the workforce and public by preventing further spread of a contagious illness or disease such as Tuberculosis, Whooping Cough, Chicken Pox, Staph Infections, Influenza, Strep Throat, etc.

Here are some helpful reminders for employees and supervisors:

Employee Guidance
1. Maintain healthy habits by: 1) Washing hands often, 2) Eating a nutritious diet, 3) Exercising regularly, and 4) Getting plenty of rest. A healthy immune system aids in preventing a contagious illness or disease.
2. Call in sick to your supervisor if you suspect having or have been diagnosed with a contagious illness or disease.

Supervisor Guidance
1. Address employee call-ins related to a contagious illness or disease on a case-by-case basis.
2. Take into account the Personnel Policies and Procedures' "*Safety & Health*" section when considering how to handle employee call-ins due to having a suspected or diagnosed contagious illness or disease.
3. Use common sense and good discretion when dealing with employee absences which are due to contagious illness or disease. Supervisors may issue absence-related consequences for excessive absenteeism using the Personnel Policies and Procedures' section V.D.2.II.b. "*A pattern of unexcused absenteeism and/or tardiness*."