

**Human Resources**

1 **AP 7330 COMMUNICABLE DISEASE**

2 **References:**

3 Education Code, Sections 87408, 87408.6, and 88021;  
4 Government Code, Section 12940

5 For successful applicants for academic positions who have not previously been employed  
6 in an academic position in California:

- 7 • A medical certificate is required showing that the applicant is free from any  
8 communicable disease, including, but not limited to, active tuberculosis or  
9 hepatitis, rendering the applicant unfit to instruct or associate with students if that  
10 applicant is (1) offered an academic position with the District subject to submission  
11 of the medical certificate and (2) has not previously been employed in an academic  
12 position in this state. Such certificate will be obtained from the applicant after an  
13 offer of employment is made but before the applicant commences employment.
- 14 • The medical certificate shall be submitted by a physician as authorized by the  
15 code.
- 16 • The medical examination and the medical certification will be obtained not more  
17 than six months prior to the offer of employment and will be at the expense of the  
18 applicant.
- 19 • The medical certificate will become part of the employee's District medical file and  
20 is open to inspection by the employee or by the employee's designee with written  
21 authorization from the employee.

22 The District may require an employee or employees to undergo a medical examination at  
23 District expense to determine that the employee is free from communicable disease  
24 rendering the employee unfit to instruct or associate with students. The employee or  
25 employees will be provided notice of the District-paid examination by the Human  
26 Resources Office. Such notice shall state the reason for the examination and the date  
27 by which the examination must be completed.

28 Following a District-paid medical examination, the District may require that the employee  
29 submit a medical certificate from a licensed physician or surgeon stating that the  
30 employee is free from communicable disease. Failure or refusal to submit such  
31 certification in a timely manner may cause the District to exclude any employee from  
32 service until such time as the employee provides the certification.

33 This policy is limited to examinations and certification for freedom from communicable  
34 disease.

35 If an employee is not certified as free from communicable disease, the District will provide  
36 the applicant or employee with a referral to a local health official. The local health official  
37 will advise the District when the applicant or employee can be certified free from  
38 communicable disease.

39 Also see AP 7336 titled Certification of Freedom from Tuberculosis.

40 Office of Primary Responsibility: Vice President, Human Resources

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**Date Approved: December 10, 2008**

**Date Reviewed: May 15, 2019**