***[HOSPITAL NAME]***

**ADMINISTRATIVE POLICY**

CATEGORY: Personnel **CODE: C-15**

SUBJECT: HIV/AIDS Workplace Policy **EFFECTIVE:**

**COORDINATOR: Director of Human Resources**

As a Seventh-day Adventist institution, *[Hospital Name]* has an obligation to respond to and treat people HIV+ or living with AIDS as Jesus treated individuals, with love and acceptance.

The purpose of this policy is to provide clarity on how *[Hospital Name]* will approach employees who are HIV positive or are living with AIDS.

1. PREVENTION:
2. Employees of *[Hospital Name]* are expected to follow all of the universal precautions which are depicted in the Hospital policies related to Quality of Care.
3. Employees of *[Hospital Name]* are expected to follow the life style standard as depicted in the Hospital policy C-3, “Employee Lifestyle Policy”.
4. EDUCATION: HIV/AIDS education and awareness training will be given to employees at initial employment and annually thereafter. This training will include how HIV/AIDS can be prevented and the Hospital policy on treatment and confidentiality.
5. TREATMENT:
6. HIV positive employees and employees with AIDS will have access to the recommended treatment under the healthcare coverage provided by the hospital.
7. The Hospital will ensure that affected employees are provided professional psychological support as needed.
8. CONFIDENTIALTY: Information about the diagnosis of HIV/AIDS is confidential and will not be disclosed by the Hospital to individuals without the specific consent of the employee.

APPROVED:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

DATE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_