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**TUBERCULOSIS RISK ASSESSMENT AND EXAMINATION POLICY**

All newly hired employees of Excel Academy Charter Schools (“School”) must submit written proof from a health care provider (eg. physician, physician’s assistant, nurse practitioner, or any organization, facility, institution or person licenced, certificated or otherwise authorized or permitted by state law to deliver or furnish health services) of either a risk assessment examination (questionnaire) for tuberculosis (TB) or proof of a clear TB test within the last sixty (60) days. If TB risk factors are identified, the employee must undergo a TB test, which may include an intradermal skin test and/or an X-ray of the lungs.

An individual hired from another California school may alternately meet the requirements of this policy if, upon initial hire with the School, their prior school employer provides proof that the individual has a certificate on file indicating that they are clear of infectious TB. The employee shall be subject to retesting four (4) years from the date of the prior school employer’s certificate.

All employees will be required to submit proof of a clear TB risk assessment or test at least once every four (4) years. Volunteers may be required to undergo a TB risk assessment and/or test as necessary. The TB risk assessment and/or test is a condition of initial employment with the School and the cost of the exam will be borne by the newly hired employee. For continuing employees, the School will reimburse employees for all reasonable costs associated with clearing this requirement.

Pregnant employees who cannot provide a clear risk assessment or TB test are exempt from undergoing an X-ray until at least sixty (60) days from the end of their pregnancy. Employees should inform a supervisor if this exemption is applicable.

Documentation of employee and volunteer compliance with TB risk assessments and/or tests will be kept on file by the School. This requirement also includes contract food handlers, substitute teachers, and student teachers serving under the supervision of an educator. Food handlers may be required to have annual TB tests.