

Excluded Absences

EXCLUSION CRITERIA:

The medical absences that can be considered for exclusion from the Attendance Program are listed below and will apply to all KHSC employees:

Reason for Sick Absence	Description	Examples
Serious, chronic condition	Illness that is prolonged, persistent, or long-lasting that can be controlled but rarely cured; tends to be complex and does not resolve spontaneously. Some lead to premature death while others contribute more to disability/functional impairment.	-Diabetes, Epilepsy, Crohns Kidney disease, Heart disease, Rheumatoid arthritis, longstanding mental illness
Catastrophic event	Event that is severe and likely to result in permanent disability, long-term medical condition(s), or shortened life expectancy including a critical illness or unplanned tragic medical event.	-Heart attack, Stroke, Cancer -a severe injury resulting from an accident/MVA that requires multiple surgeries, long hospital stays, or long periods of rehabilitative treatment (e.g. brain or spinal cord injury, severe burns, loss of limbs, amputation); -Psychological illness brought on by the death of one's child (under 18 years of age)

Surgery	Medically necessary surgery; covered by OHIP; non –cosmetic;	-Orthopaedic surgery, hysterectomy, cardiac surgery
Ongoing course of treatment	Where a series or sequence of similar treatments are administered over a period of time for a particular health problem. "Treatment" does not include medical assessments, the collecting of a health history, communication of the assessment results or diagnosis to an individual, or a treatment plan that poses little or no risk of harm to the person.	<u>Includes:</u> Chemotherapy, Renal Dialysis, Blood transfusions, administration of nerve blocks for chronic pain <u>Excludes:</u> Physiotherapy, massage therapy, allergy shots, routine immunizations, other routine medical procedures, routine visits to doctors or other health care practitioners, provision of or renewing of medication prescriptions. <i>Visits to a healthcare practitioner for these reasons should be scheduled outside of work hours and are not an appropriate use of sick time.</i>
Communicable Disease- Waiting Period only	Even where the waiting period is excluded, the absence will still be counted as an incident; Where an employee is symptomatic/ill with such an illness but does not see a doctor, the sick absence as well as any imposed waiting period will not be eligible for exclusion.	<u>Illness Period:</u> the symptomatic (acute) period of a confirmed communicable disease itself will continue to count for the purpose of entry into and progressing through the Attendance Program. <u>Waiting Period:</u> is the time period when the employee is asymptomatic (free of potentially infectious symptoms) but still considered potentially infectious for a specified time period as prescribed by KHSC infection control policies and therefore cannot return to work. The waiting period is eligible for exclusion where the employee requests exclusion and <u>all of the conditions below are met</u> . 1.the employee is under a doctor's care from the beginning of their symptoms for a confirmed communicable disease; AND 2. the employee provides a note that confirms: a. the visit date; b. the communicable disease symptoms that exist, AND 3. the prescribed waiting period for exclusion from work is consistent with KHSC Infection Control policies