

**AMERICAN LIBRARY ASSOCIATION  
PERSONNEL POLICY MANUAL**

Item Number 510

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**AMERICAN LIBRARY ASSOCIATION  
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Item Number 510

Page 2 of 4

POLICY ON CATASTROPHIC ILLNESS INCLUDING AIDS

Reviewed and  
Reissued 6/03

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extent to which a medical condition is affecting availability for duty  
or job performance.

B. Privacy and Confidentiality

**AMERICAN LIBRARY ASSOCIATION  
PERSONNEL POLICY MANUAL**

Item Number 510

Page 3 of 4

POLICY ON CATASTROPHIC ILLNESS INCLUDING AIDS

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---

medical research. ALA, nevertheless, recognizes that the presence of such fears, if unaddressed in an appropriate and timely manner, can be disruptive to the Association. It is the Association's intent to deal with potentially disruptive situations with information, education, and counseling. However, in situations where such measures do not resolve the problem and where management determines that an employee's unwarranted threat or refusal to work with certain employees is impeding or disrupting the Association's work, appropriate corrective action against the threatening and/or disruptive employee will be taken.

E. Leave Administration

Employees suffering from catastrophic illnesses, including AIDS, who are unable to maintain an acceptable level of performance or who are found to pose a safety or health threat to themselves or others in the workplace may request leave in accordance with the ALA's FMLA Policy (See Policy No. 306.1), and may request an additional leave of absence without pay to pursue medical treatment or to recuperate from the ill effects of their medical condition. In these circumstances, employees may request a

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**AMERICAN LIBRARY ASSOCIATION  
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Item Number 510

Page 4 of 4

POLICY ON CATASTROPHIC ILLNESS INCLUDING AIDS

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G. Medical Insurance

Employees with catastrophic illnesses, including AIDS, can continue their medical coverage under ALA's existing benefit plans in the same manner as other employees. (See Policy Nos. 306.1 and 405.)

H. Life Insurance

Employees with catastrophic illnesses, including AIDS, can continue to be insured under the CNA Group Life Insurance as long as the individual is disabled.