

## LINCOLN UNIVERSITY

**Policy:** Life-Threatening Illnesses in the Workplace  
**Policy Number:** HRM-114  
**Effective Date:** November 8, 1999  
**Revisions:** August 2011  
**Next Review Date:** August 2013  
**Review Officer:** Chief Human Resources Officer  
**Status:** Approved by President and Active

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### **Policy:**

Employees with life-threatening illnesses, such as cancer, heart disease, hepatitis B & C and HIV, often wish to continue their normal pursuits, including work, to the extent allowed by their condition. Lincoln supports these endeavors as long as employees are able to meet acceptable performance standards. As in the case of other disabilities, Lincoln will make reasonable accommodations in accordance with all legal requirements, to allow qualified employees with life-threatening illnesses to perform the essential functions of their jobs.

Medical information on individual employees is treated confidentially. Lincoln will take reasonable precautions to protect such information from inappropriate disclosure. Managers and other employees have a responsibility to respect and maintain the confidentiality of employee medical information. Anyone inappropriately disclosing such information is subject to disciplinary action, up to and including termination of employment.

Employees with questions or concerns about life-threatening illnesses are encouraged to contact the Human Resources Department or Lincoln's **Employee Assistance Program** for information and referral to appropriate services and resources.

***Questions regarding this Policy may be directed to:***

***The Office of Human Resources  
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484-365-8059  
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