

**SITE OPERATIONS CIRCULAR NO. 1040**  
Office of the Associate Superintendent

**SAN DIEGO UNIFIED SCHOOL DISTRICT**

**Date:** June 19, 2008

**To:** Site and Central Office Administrators

**Subject:** TUBERCULOSIS CLEARANCE

**Department and/or Person's Concerned:** All Employees

**Due Date:** Upon receipt

**Reference:** California Education Code, Sections 49406 and 121545,  
District Procedure 7065

**Action Requested:** Post attachments and provide copies to your site nurse.

**Brief Explanation:**

The California Education Code requires that employees of school districts be examined upon initial employment and every four years to determine that they are free of active tuberculosis (TB). New employees **must** present evidence of this clearance **prior** to reporting for work. To facilitate TB clearance, the TB clinic schedule has been expanded during the month of August.

1. School nurses will provide skin testing for employees located at some school sites. Employees should contact the school site nurse to schedule an appointment. Other employees will be given skin tests at the Eugene Brucker Education Center or at the Maintenance and Operations Center on specified dates. Skin tests also are offered at Birney Elementary everyday except Thursday on the single track year-round schedule. **Please circulate and post attached schedules.**
2. Employees who can provide **written documentation** of a previous positive skin test should present a copy of this documentation to the nurse at time of testing.
3. Employees may, at their own expense, obtain tuberculosis clearance from a private physician and submit documentation to TB clearance, Nursing & Wellness, Cardinal Lane, Annex B.

Current employees will be notified by the San Diego Unified School District, Human Resource Services Division approximately two months before clearance is due. A new TB clearance certificate must be on file with the district a minimum of five days prior to the expiration date of the current certificate. Failure to comply will result in the employee being placed on unpaid administrative leave on the first workday following the expiration date of the previous TB clearance. Employees will **not** be allowed to work with an expired TB clearance. Failure to obtain tuberculosis clearance may result in termination of employment.

Questions may be directed to Eileen Griffiths, Project Nurse, Nursing & Wellness Program, 858-636-4380.

Jennifer Gorman  
Program Manager  
Nursing & Wellness

APPROVED:

A handwritten signature in black ink on a light pink rectangular background. The signature reads "Dorothy Harper" in a cursive script.

Dorothy Harper  
Associate Superintendent  
Parent, Community and Student Engagement

JG:imt

Attachments: (3)

Distribution: Lists B, G and Charter Schools



# San Diego Unified School District

2351 Cardinal Lane, Annex B San Diego, CA 92123-3743

ATTACHMENT I

(858) 627-7580  
Fax: (858) 627-7444

Nursing & Wellness Program  
Office of the Associate Superintendent

## 2008-2009 Tuberculin Skin Testing and Reading Schedule

### EUGENE BRUCKER EDUCATION CENTER AUDITORIUM

4100 Normal Street, San Diego, CA 92103

SKIN TESTS GIVEN 7:30 AM to 9:30 AM		SKIN TESTS READ 7:30 AM to 9:30 AM	
September 8	Monday	September 10	Wednesday
October 6	Monday	October 8	Wednesday
November 3	Monday	November 5	Wednesday
December 1	Monday	December 3	Wednesday
January 5	Monday	January 7	Wednesday
February 2	Monday	February 4	Wednesday
March 2	Monday	March 4	Wednesday
April 13	Monday	April 15	Wednesday
May 4	Monday	May 6	Wednesday
June 1	Monday	June 3	Wednesday

### PHYSICAL PLANT OPERATIONS

4860 Ruffner St., San Diego, CA 92111

SKIN TESTS GIVEN 2:00 PM to 4:00 PM		SKIN TESTS READ 2:00 PM to 4:00 PM	
September 8	Monday	September 10	Wednesday
October 6	Monday	October 8	Wednesday
November 3	Monday	November 5	Wednesday
December 1	Monday	December 3	Wednesday
January 5	Monday	January 7	Wednesday
February 2	Monday	February 4	Wednesday
March 2	Monday	March 4	Wednesday
April 13	Monday	April 15	Wednesday
May 4	Monday	May 6	Wednesday
June 1	Monday	June 3	Wednesday

TB skin testing also is available at Birney Elementary School Nursing Office located at 4345 Campus Avenue, San Diego, CA 92103. Birney Elementary follows the Single Track Year-Round Calendar and TB tests will be performed everyday except Thursdays, between 9 a.m.-3 p.m. (Nursing Office closed for lunch 12-12:30 p.m.)



# San Diego Unified School District

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ATTACHMENT II

(858) 627-7580  
 Fax: (858) 627-7444

Nursing & Wellness Program  
 Office of the Associate Superintendent

## Summer 2008 Tuberculin Skin Testing and Reading Schedule

### EUGENE BRUCKER EDUCATION CENTER AUDITORIUM

4100 Normal St., San Diego, CA 92103

SKIN TESTS GIVEN 7:30 AM to 12 Noon		SKIN TESTS READ 7:30 AM to 12 Noon	
July 7	Monday	July 9	Wednesday
August 4	Monday	August 6	Wednesday
August 6	Wednesday	August 8	Friday
August 8	Friday	August 11	Monday
August 11	Monday	August 13	Wednesday
August 13	Wednesday	August 15	Friday
August 15	Friday	August 18	Monday
August 18	Monday	August 20	Wednesday
August 20	Wednesday	August 22	Friday
August 22	Friday	August 25	Monday
August 25	Monday	August 27	Wednesday
August 27	Wednesday	August 29	<b>READ ONLY</b> Friday
Sept. 2	Tuesday	Sept. 5	Friday
Sept. 3	Wednesday	Sept. 5	Friday
Sept. 8	<b>7:30-9:30* ONLY</b> Monday	Sept. 10	<b>7:30-9:30* ONLY</b> Wednesday

\*Note time differences for these sessions only.

### PHYSICAL PLANT OPERATIONS

4860 Ruffner St., San Diego, CA 92111

SKIN TESTS GIVEN 2:00 PM to 4:00 PM		SKIN TESTS READ 2:00 PM to 4:00 PM	
July 7	Monday	July 9	Wednesday
August 4	Monday	August 6	Wednesday
Sept. 8	Monday	Sept. 10	Wednesday



# San Diego Unified School District

2351 Cardinal Lane, Annex B San Diego, CA 92123-3743

ATTACHMENT III

(858) 627-7580  
Fax: (858) 627-7444

Nursing & Wellness Program  
Office of the Associate Superintendent

## 2008-2009 Tuberculin Skin Testing and Reading Schedule During Intercession

### EUGENE BRUCKER EDUCATION CENTER AUDITORIUM

4100 Normal St., San Diego, CA 92103

SKIN TESTS GIVEN 7:30 AM to 9:30 AM		SKIN TESTS READ 7:30 AM to 9:30 AM	
*January 5	Monday	*January 7	Wednesday
*January 7	Wednesday	*January 9	Friday
*January 9	Friday	*January 12	Monday
*January 12	Monday	*January 14	Wednesday
*January 14	Wednesday	*January 16	Friday
*April 13	Monday	*April 15	Wednesday
*April 15	Wednesday	*April 17	Friday
*April 17	Friday	*April 20	Monday
*April 20	Monday	*April 22	Wednesday
*April 22	Wednesday	*April 24	Friday
*April 24	Friday	*April 27	Monday
*April 27	Monday	*April 29	Wednesday
*April 29	Wednesday	*May 1	Friday

**\*Intersession Testing Dates** (Birney Elementary School will be closed during this period. TB clinic at Birney will be available when Single Track Year-Round Schedule resumes.