

## **EMPLOYEE HEALTH EXAMINATION AND TB SCREENING POLICY**

**PURPOSE:** To ensure employees maintain an adequate health status and do not pose a significant risk to the health or safety of other staff, students, or volunteers.

**POLICY:**

1. Upon acceptance of hire, a pre-employment physical examination and TB screen must be completed. Appropriate forms for documentation will be provided by the Associate Director – Administrative Services.
2. The potential employee may choose the Medical Health Care Provider to complete the pre-employment physical exam. UMCHS will contribute to the cost of the pre-employment physical but will not pay for any specialized screenings, labs, or immunizations.
3. The documentation of the completed physical exam will include an assessment of a health history, immunization review, and evaluation of the individual's ability to perform the duties of the position they may potentially be hired for and TB screen results. Also, the evaluation will include recommendations for ongoing health care needs which are identified. If hired, the employee will be responsible for maintaining the recommendations for ongoing health care. In addition, the agency will ensure that employees with contagious disease (i.e. scabies, pink eye) will be excluded from work until released to return to work from a health care professional. Employees who miss work for three days due to illness, may be required to submit a return to work statement from a qualified health care professional. Oregon Law, Child Care Division, does not require pre employment physical exams or periodic exams for child care workers.
4. Annually, blood draw will be done at Wellness Day in April/May. Staff have the opportunity to walk one time a week per discussion with supervisor. Fruit and Vegetable Logs are encouraged to be turned in each month for Froggie dollars. Gains made by staff will be celebrated at Wellness Day in April/May.
5. Every potential employee or volunteer who works over 4 hours per week will have a TB screen completed upon acceptance of initial employment, unless the employee has a history of a positive TB skin test reaction. Documentation of the TB test results will be kept in the employee's health file.
6. NEGATIVE TEST RESULTS:

If the test results are negative, no further TB screenings are required during the course of employment, EXCEPT in the event of exposure to someone with an

active case of TB. In that case, screenings and follow-up will occur according to Oregon Health Division (OHD) recommendations.

7. POSITIVE TEST RESULTS:

Employee will seek diagnostic services (including chest x-ray) and medical treatment as recommended by the Oregon Health Division. Proof of initiation of prophylactic treatment or treatment for active TB and clearance by attending health care provider must be documented before the employee can initiate active employment.

8. PREVIOUS POSITIVE TEST RESULTS WITH ADEQUATE TREATMENT:

If the employee has had a positive TB test in the past, has adequately completed a course of treatment approved by the OHD, and can provide a signed statement attesting to the dates and type of treatment, then the employee will not need to have a TB screening at initial employment. However, the employee WILL NEED TO HAVE A CHEST X-RAY IN THE FOLLOWING SITUATIONS:

- a) if the employee experiences signs and symptoms of TB
- b) if the employee experiences an exposure to someone with a diagnosed active case of TB.

9. PREVIOUS POSITIVE TEST RESULTS WITHOUT ADEQUATE TREATMENT:

If the employee has had a positive TB test in the past, and has NOT completed a course of treatment approved by the OHD, follow the policy outlined in #6.