MEMORANDUM

Date:

To:

From: Juli A. Smith, CIH
   Director, Safety and Risk Management

Subject: Required Occupational Medical Monitoring Program Participants

In accordance with CSU Executive Order 1039 (November 17, 2008), and California Occupational Safety & Health Administration, employees receiving exposures to selected harmful stressors shall participate in medical monitoring examinations. The examinations serve the purpose of detecting adverse health effects, which could possibly be related to workplace exposures. Medical monitoring should not be thought of as an individual health examination, but a process whereby workers with similar exposures can be monitored over time so that our understanding of hazards is improved. You supervise employees who are required to participate in this program.

The Office of Safety & Risk Management administers this program. Each area pays for the examinations of employees within their purview. Central Valley Occupational accepts credit cards. SRM will coordinate with you to schedule the examinations. We will attempt to schedule according to your request as much as possible. We recommend the earliest appointments in the day. Please provide our office with any specific requirements you have in order that we may schedule the examinations.

To ensure confidentiality, a report of the examination (Status Report) is sent directly from the examining physician to the Office of Safety & Risk Management. When, in the opinion of the physician, a medical condition may be exacerbated by a work stressor to the extent
that the condition may cause a medical emergency involving the employee, an increased risk of harm to others, the physician may restrict or limit the employee’s return to work until the condition is resolved. In the event such a medical condition is identified, the examination report will be sent directly to Human Resources. Due to the confidentiality, Human Resources administers the human resources employment issues when a medical condition is identified that meets the above necessity.

In order to ensure that both the physician and S&RM has sufficient information to adequately assess employee exposures, we ask you to ensure the following questionnaires and forms are completed prior to the examination appointment:

- Confidentiality Statement and Authorization to Release Medical Information Form
- Medical History Questionnaires
  1) CVO CSUB Medical Surveillance Program
  2) Medical Questionnaire in Accordance with CAL/OSHA Respiratory Protection Standard Title 8, CCR 5208 (Asbestos) **OR** Medical Questionnaire in Accordance with CAL/OSHA Respiratory Protection Standard Title 8, CCR 5144 (Non-asbestos)
  3) CSUB Exposure Table
  4) Hearing Test Questionnaire
  5) Medical Respirator Recommendation
- Occupational Medical Monitoring Declination Form
- Hepatitis B and A Vaccination / Declination Forms

Please note the following:

- The forms and questionnaires must be provided to the physician at the time of examination.
- A copy of the CSUB Exposure Table must be provided to S&RM prior to the examination.
- Employees shall not be exposed to loud noises (above 80 decibels) for at least 14 hours prior to the examination.

If you have any questions or require further assistance in this matter, I can be contacted at extension 2066 or jsmith101@csub.edu.