



CSU Bakersfield

Business and Administrative Services

Office of Safety and Risk Management

Mail Stop: 37 ADM
9001 Stockdale Highway
Bakersfield, California 93311-1022

(661) 654-2066 • (661) 654-6320

(661) 654-6117 FAX

www.csub.edu/bas/srm

OCCUPATIONAL MEDICAL MONITORING PROGRAM CONFIDENTIALITY STATEMENT AND AUTHORIZATION TO RELEASE MEDICAL INFORMATION FORM

The purpose of this statement is to explain the University's program regarding the confidentiality of medical data generated under the Occupational Medical Monitoring Program (OMMP) and to obtain your authorization for limited release of the medical information gathered as part of the exam. The purpose of the OMMP is to protect the health of University workers by providing periodic medical monitoring.

Use of the Information Collected

- Medical examinations enable the University to evaluate employee health relative to potential work exposures. Early identification, evaluation, and treatment of occupational-related injury or illness will provide better protection for you and your fellow workers.
- Examination records document your health status at the beginning (baseline), changes in your physical condition throughout the years of your work at the University, and provide a history of occupational care, medical advice, and consultations.
- The medical records may be used to determine unusual susceptibility to illness or injury from exposures in your work environment, to determine suitability for assignments, to comply with regulatory requirements for occupational medical surveillance, and to provide preventive medical treatment and advice.
- Information is used to monitor and mitigate conditions; to develop safe procedures; to plan, implement and evaluate occupational and preventative health programs; and/or to conduct epidemiological research and compile statistics. It may be used for lawful purposes, including litigation.

Information utilized for research, statistical or epidemiological purposes will have all identifying data removed.

Confidentiality Protection Measures

Employee medical information is available to medical professionals, record-keeping personnel, and to the employee. Medical information is not available to University Management or personnel unless

required by regulation, such as for injury or illness reporting for occupational medical surveillance. Employee medical information is not available to the public.

Specifically, individual medical information the University will receive is:

- 1) The final determination of the employee's medical qualification to perform required work duties and any notable conditions that are suspected to be occupational-related;
- 2) Audiogram including baseline audiometric history and threshold shift status;
- 3) The medical determination of whether the employee is able to wear a respirator; and
- 4) A medical recommendation for work limitations or restrictions applicable to the employee.

To ensure both consistency of medical evaluations and confidentiality of the data, the University has contracted with Central Valley Occupational Medical Group (CVO) to provide medical examinations and to store medical records. Periodically, the Office of Safety & Risk Management reviews the examination content to ensure the examination is appropriate, and to proactively identify and evaluate any correlation between work exposures and adverse health effects.

Examination records are stored by CVO. Access to records is limited to medical personnel and designated medical personnel. Upon separation from the University, employee medical records are retained for thirty (30) years by CVO or in a designated medical records repository.

Release of medical records will be given to the employee, a representative designated in writing, when presented with a written request from the employee or subpoena from an authority having jurisdiction and directed to CVO or the designated medical records repository.

Certification and Authorization

I, hereby, certify that I have read and understand this ***Confidentiality Statement and Authorization to Release Medical Information Form***. I understand that I may receive a copy of this Statement upon request. I understand that this Statement will be stored with my OMMP records as evidence of this notification. I authorize the release of medical information by Central Valley Occupational Medical Group to California State University, Bakersfield Office of Safety & Risk Management per the terms described in this authorization.

Printed name of employee authorizing release of medical records

Signature of employee authorizing release of medical records

Date

Printed name of examining physician

Date