Occupational Health Services

In order to ensure the continued well-being of our personnel, Environmental Health and Safety (EH&S) has contracted with a licensed healthcare provider to offer occupational health (OH) services. These services are primarily preventative in scope and can include procedures such as screenings and surveillance; vaccinations; clearance for respirator use; respirator fit testing; and monitoring personnel with occupational exposure to animal allergens, biological agents, hazardous chemicals, ionizing radiation, Class 3B and 4 lasers, and noise.

Departments remain free to utilize other OH providers; however, EH&S offers the benefit of a single provider experienced in supplying OH services to personnel performing a broad spectrum of work, from laboratory research to plant maintenance. This system maintains patient medical records off-site and ensures that the need for follow-up and re-current services is monitored.

Departments wishing to utilize OH services provided through system must follow the steps listed below:

1. Department official notifies EH&S of the intention to send an employee or student for OH services using the Occupational Health Services Notification Form. (Departments are responsible for costs not associated with on-the-job injuries covered by Workers’ Compensation. Cost allocations shall be in accordance with University Policy UM1452. Services paid for by Workers’ Compensation must be coordinated with the Benefits Section of Human Resources, not EH&S.)

2. Department official receives EH&S acknowledgement and is provided with contact information

3. Department coordinates scheduling of employee or student OH services with Healthcare Provider. (Employees must be provided with OH appointments at a convenient time, and reimbursement of employee travel costs must be offered. Employees shall be paid for all time used in receiving OH services, including travel to and from Healthcare Provider’s location; employees shall not be required to utilize leave for any time associated with receiving OH services.)

4. Department official receives appropriate notifications from Healthcare Provider related to employee or student fitness for duty or related information associated with employee or student ability to perform job functions. (Communications from Healthcare Provider will not include unrelated health information or confidential information unless agreed to in writing by the employee or student.)

5. Department officials will follow recommendations of Healthcare Provider related to employee or student fitness for duty and any job restrictions related to detected medical conditions.

6. EH&S receives and pays invoice from Healthcare Provider, then bills department.

7. Department reimburses EH&S for OH costs via Transfer Voucher.

8. Healthcare Provider monitors need for additional OH services and notifies employee or student to schedule further services.

9. Employee or student notifies department official of need for additional services, re-starting process from Step 1.