

Premier Facility: (select all that apply)	<input checked="" type="checkbox"/> Atrium Medical Center	<input checked="" type="checkbox"/> Fidelity Health Care
	<input checked="" type="checkbox"/> Premier System Support	<input checked="" type="checkbox"/> Miami Valley Hospital
	<input checked="" type="checkbox"/> Samaritan Behavioral Health	<input checked="" type="checkbox"/> Premier Physician Network
	<input type="checkbox"/> Compunet Clinical Laboratory	<input checked="" type="checkbox"/> Upper Valley Medical Center
Title:	Premier Pre-Employment Physical	Effective Date: 06/26/2023
Responsible Dept.	Human Resources	

OBJECTIVE

Pre-employment history and physicals will be performed on all new Premier Health employees. The physical includes various lab tests, immunization and health and medical screening for the purpose of protecting the health and wellness of patients and staff and to prevent disease transmission.

SCOPE

All prospective employees of Premier Health.

DEFINITIONS

N/A

POLICY

This policy is a general guideline and not intended nor should it be construed to establish any particular standard of care. Depending on the circumstances, health care providers may need to and are authorized to depart from this policy and use their discretion and professional judgment in determining what is necessary and in the best interests of the patient.

1. All prospective employees of Premier must have a pre-employment physical prior to their start date. The physical is based on the guidelines set by Premier Human Resources, Employee Health, and Occupational Health. The physical includes a health and medical history questionnaire, respiratory evaluation, latex assessment, urine drug screen and vision screening.
2. The purpose of the physical exam is to determine the prospective employee's ability to perform essential functions of the job. The history, physical and additional testing will be completed by the designated Occupational Health (OCH) personnel of Premier Health during the prospective employee's appointment at the OCH clinic.
3. The type of physical performed is determined by the clinical or non-clinical status of the position. Human Resources, Employee Health, or Occupational Health determines the type of physical conducted based on the job description.
4. If the position is considered 'clinical', a documented history of immunizations and copies of Hepatitis B, Measles, Mumps, Rubella, Varicella, Tetanus, Diphtheria and Pertussis will be requested.

Discussion and immunization on the following, as appropriate may be provided:

A. Mandatory Flu Vaccine - All Staff

- a. To be given yearly as outlined in the Premier Health Influenza Vaccination or prospective employee may submit copy of proof of vaccination. Exemptions for the flu vaccine will also be considered.

B. Hepatitis B Vaccine – Clinical Staff

- a. If provided, Hepatitis B vaccination records and titer will be recorded. If not provided, Hepatitis B titer will be drawn or Hepatitis B series initiated.
- b. If an employee missed dose #2 or #3; employee will not restart series but will continue series of vaccines until completed.
- c. When series completed, a titer will be ordered 6-8 weeks after 3rd injection.

- d. Employee has a right to decline and sign a declination.

C. MMR – Clinical Staff

- a. Written documentation of two MMR vaccinations or positive titer documentation of measles, mumps and rubella will be requested at the time of physical. If MMR documentation is not provided, titers for mumps, rubella, and rubeola will be drawn at time of physical.
- b. If titers for any of the above do not demonstrate immunity, MMR vaccine is required. If only one MMR document is provided and any of the three titers are negative, only one MMR will be required. If no documentation is provided, two vaccinations, one month apart will be given.
- c. Exemption for MMR may be considered for prospective employees.

D. Tdap Vaccine – All Staff

- a. Tetanus, Diphtheria and Pertussis: Regardless of age and interval since the previous dose of tetanus and diphtheria (Td) vaccination, prospective employee should receive a single dose of tetanus, diphtheria, and acellular pertussis (Tdap) vaccine if they have not previously received it.
- b. Pre-vaccination serologic testing is not recommended.

E. TB - All Staff

- a. TB status will be assessed by IGRA testing. Documentation of a negative TB 2-step within 3 months or negative IGRA result within the last 12 months will be accepted in lieu of repeat testing.
- b. A positive TB result will be evaluated with a chest x-ray, TB Assessment questionnaire, and referral for further evaluation.
- c. If prospective employee is a known TB reactor, a TB assessment questionnaire will be completed and reviewed by the physician. Further testing including an IGRA blood test, and/or chest x-ray may be ordered. Prospective employees with symptoms suggestive of TB will receive a routine chest x-ray and further evaluation before being allowed to work.

F. Varicella – Clinical Staff

- a. Prospective employees must provide written documentation of two Varicella vaccines or documentation of a positive Varicella titer, or verbal history of chickenpox disease. A titer will be drawn at the time of the physical if applicable. If the titer does not demonstrate immunity, two Varicella vaccinations, one month apart will be required.
- b. Exemptions for Varicella vaccine may be considered for prospective employees.

G. Additional department specific requirements - Clinical Staff

- a. Care flight nurses- audiogram (initial and yearly) and respirator questionnaire.
- b. Personnel handling chemotherapy or other dangerous drugs (working in Pharmacy and preparing such drugs, or assigned to the oncology unit, GYN oncology unit or Ambulatory treatment area).
 - 1) Completion of yearly questionnaire for employees who handle dangerous drugs.
 - 2) Baseline CBC and comprehensive metabolic panel (CMP).
- d. Surgery staff with Laser exposure- Amsler grid.

H. Additional department specific requirements - Non-clinical staff

- a. Sterile processing/ linen services - offer Hepatitis B series.

I. COVID-19-All Staff

- a. The COVID-19 vaccination is not required for employment, but it is highly recommended for all staff.

- b. Occupational Health will collect COVID-19 vaccination status from prospective employees during the pre-employment physical appointment. This includes making a copy of the vaccination card for the employee health file.
 - c. If the prospective employee is not vaccinated, Occupational Health will educate the employee on the benefits of the COVID-19 vaccine, encourage vaccination, and refer the prospective employee to sites of administration if interested.
- 5. Any abnormal results of lab or physical will be reviewed and referred to the prospective employee's physician for medical follow-up, if needed. The prospective employee is responsible for the costs associated with follow-up care.
- 6. Cost of the history, physical, immunizations and laboratory work will be absorbed by Premier.
- 7. Exceptions to pre-placement policy:
 - a. Clinical students placed at Premier for clinical rotation must comply with the same TB testing and immunization/titer requirement as employees at their own expense and overseen by their respective school program. Each student must complete the PREMIER HEALTH PARTNERS' STUDENT HEALTH & LIABILITY FORM. Each student must complete this form and submit it to the hospital representative at least one week prior to the commencement of the educational experience at the hospital. This form is considered part of the legal Affiliation Agreement between the schools and the hospitals. Such form from the student is scanned and kept in the PH EDU share drive.
 - b. Contracted employees placed at Premier must comply with the pre-employment physical requirements outlined in their contracts/agreements. The designated agency is responsible for ensuring that the contract staff meet the requirements, and they also maintain those records.
- 8. Rehire Process
 - a. If separated longer than 6 months, normal pre-employment physical requirements will apply.

REFERENCES

- 1. U.S. Department of Health and Human Services, Public Health Services "Guidelines for Preventing the Transmission of Mycobacterium Tuberculosis in Healthcare Facilities, 1994." Morbidity and Mortality Weekly Report, October 28, 1994. Vol. 43, Number RR-13, pp.i-132.
- 2. CDC. Immunization of Health-Care Personnel: Recommendations of the Advisory Committee on Immunization Practices (ACIP). MMWR, 2011; 60(RR-7).

SUPERSEDES

N/A

LINKS TO OTHER POLICIES



Preliminary Approval:

Billie Lucente-Baker, VP Talent Strategy

Final Approval:

Stacey Lawson, CHRO

Next Review Date: 06/26/2026

This policy is: ☐ New ☒ Revised

Policy Disclaimers:

These disclaimers apply to all policies of any entity operated by Premier Health:

1. The policies and procedures set forth herein do not establish a standard of care; rather they should be considered guidelines to be consulted as needed, with the understanding that, depending on the circumstances, a departure may be appropriate. It is recognized that each case is unique and individuals involved in providing health care are expected to use their professional judgment in determining what is necessary and in the best interest of the patient, based on the unique facts and circumstances existing at the time.
2. Premier Health is not an employer of any person. While Premier Health may act as a “pay agent” for other entities, and while policies or other documents may appear under the heading of Premier” or Premier Health”, Premier Health specifically disclaims that such services and/or such heading on policies or other documents creates an employer-employee relationship between Premier Health and any person. Any reference to Premier”, or Premier Health” in any policy is a reference to individual company employers operated by Premier Health, including, but not limited to: Miami Valley Hospital, Atrium Medical Center, Upper Valley Medical Center, Premier Health Specialists, INC., MVHE, Inc. Samaritan Family Care, Inc., Samaritan Behavioral Health Inc., Premier Physician Network, Compunet Clinical Laboratory, or Fidelity Health Care, Inc.