

2024 FAQs

1. What is the function of Employee/Student Health (ESH)?

ESH is responsible for pre-employment health screening of all employees and reassessment of the health status each year. New employees must receive health clearance from ESH before being placed on the payroll and before beginning their work assignment.

2. Where is Employee/Student Health, what are the hours of operation and contact numbers?

ESH address is: 175 Elizabeth Blackwell Street, Jacobsen Hall — 4th Floor, Syracuse, NY 13210
Hours of operation are 7:00 am – 4:30 pm. Telephone is: 315-464-4260, FAX is: 315-464-5471,
E-mail: ESHealth@Upstate.edu

**** APPOINTMENTS ARE REQUIRED ****

Questions regarding health requirements may be directed to: Nancy Marley-O'Mara at: e-mail: MarleyON@upstate.edu - 315-464-4576 **OR** Chantelle Gillard @ GillardC@upstate.edu

Upstate Employee Health department contact: ESHealth@upstate.edu Phone: 315-464-4260

3. Why is a physical examination required for health clearance?

The New York State Health Code (Title 10, Section 405.3) states the requirement for a physical examination and recorded medical history for all personnel including all employees, members of the medical staff, students, and volunteers, whose activities are such that a health impairment would pose a potential risk to patients. The examination shall be of sufficient scope to ensure that no person shall assume his/her duties unless he/she is free from a health impairment which is of potential risk to the patient or which might interfere with the performance of his/her duties, including the habituation or addiction to depressants, stimulants, narcotics, alcohol or other drugs or substances which may alter the individual's behavior.

4. What are the options for having the physical examination done?

The physical examination can be **scheduled** and performed at ESH if you are in Syracuse **prior** to **May 10th**, which is the deadline to submit completed documents. However, the physical examination can be performed elsewhere by your personnel health provider if you choose. All forms must be **uploaded to MedHub by the deadline on May 10, 2024**. The ESH Director carefully reviews all medical histories and physicals. Re-examination may be necessary if there are concerns about the findings or completeness.

To make an appointment with Employee/Student Health call: **315-464-4260**, *identify yourself* as an *incoming Resident/Fellow*. You may also contact Nancy Marley-O'Mara: MarleyON@upstate.edu **OR** Chantelle: GillardC@upstate.edu **OR** ESHealth@upstate.edu

5. What is required for documentation of immunity to rubella, rubeola, mumps, and varicella as well as, lab report for hepatitis-B surface antibody?

REFER TO: 2024 IMMUNIZATION & VACCINE REQUIREMENTS

Insufficient documentation of prior vaccinations, followed by antibody titers with a *negative* or *equivocal* result will require subsequent booster vaccines. **Call Employee/Student Health with any questions: 315-464-4260 or Marley @ 315-464-4576**

6. What **forms** must be completed and submitted?

- Medical History **F82010** & Report of Medical Examination **F82055** (completed by PCP)
- Resident Release of Medical Information Authorization Form
- OSHA Respirator Medical Evaluation Questionnaire F82087

Required forms are available through **MedHub** and also at the following link:

<http://www.upstate.edu/health/incoming/forms.php>

Additional requirements:

- Results of mandatory occupational drug screen – **completed by May 10, 2024**
- Immunization/vaccine records and lab reports for antibody titers
- Tuberculosis surveillance: IGRA blood test (QuantiFERON TB Gold or T-Spot) completed on or after 1/1/2024
- Mask fit testing completed by Upstate's ESH Office – **SCHEDULE APPOINTMENT IN ADVANCE**, call the ESH Office @ 315-464-4260.

Is drug screen testing mandatory?

Yes, it is mandatory you take and pass the required drug screening. The drug testing must be done at a **QUEST DIAGNOSTICS** or affiliate facility in the United States that conducts 'Employee Occupational Screening.' Drug screen **must be completed by May 10, 2024**, and requires a **specific QUEST lab requisition form** available through the GME Office.

****** Check **QUEST DIAGNOSTICS'** website at: <https://www.questdiagnostics.com/psc>

- It is **MANDATORY** you use the **QUEST LAB FORM** provided by Upstate Medical University. To request a laboratory requisition form for the drug screen you may contact:
 - ♦ **Graduate Medical Education Office @ 315-464-8948**
- Quest Diagnostics requires appointments; hours vary at every location
- If you **live or attend school in the United States**, your drug screen **must be** completed by **Friday, May 10, 2024**.
- It takes approximately **5 business** days for Employee Health (EH) to receive your results, so please plan accordingly.
- You will **NOT** be allowed to start work until this requirement is completed and results have been received by Employee Health.
- **IMPORTANT:** You **must** take a **valid** GOVERNMENT issued form of identification such as a PASSPORT, STATE DRIVER'S LICENSE, with **photo ID** when going for your drug screen.

7. Is the COVID vaccine required?

NO, the COVID vaccine(s) are **strongly recommended**, not required. Please upload documentation of **all** COVID-19 vaccines, including boosters to MedHub along **with your other vaccine/immunization records**.

8. What is the process for tuberculosis screening?

All incoming residents/fellows will be **required** to submit the lab report for an **IGRA blood test** (QuantiFeron TB-Gold **or** T-Spot) completed **after 1/1/2024**. We **STRONGLY RECOMMEND** you completed this requirement **prior** to arriving in Syracuse.

9. What if past IGRA (interferon-gamma release assay) blood test, QuantiFeron TB-Gold **or** T-Spot results were **positive**?

You must submit the actual lab report for previous QuantiFeron TB-Gold or T-Spot with a **positive** result. A chest x-ray report within **6** months **prior** to beginning employment will be required. If you have received treatment for latent tuberculosis, please provide date of start and completion of treatment.

10. Is N95 mask fit testing required?

Yes, all incoming Residents/Fellows will be mask fit tested at Upstate Employee/Student Health **prior** to the start of employment. Individuals must **schedule an appointment in advance** by calling: 315- 464-4260.

11. What if health clearance is not completed?

Employee/Student Health will provide confirmation of health clearance to the Graduate Medical Education (GME) Office **when all components** of the health clearance process **are completed**, which allows Payroll Services to issue an Upstate ID badge. New house staff **will not be allowed to begin employment** as scheduled if the health clearance process has not been completed.

★ If you are in the Syracuse area **prior** to orientation, you are encouraged to make an appointment with Employee/Student Health to complete N95 mask fit testing and any other outstanding requirements. **To schedule an appointment with ESH Office call: 315-464-4260**, identify yourself as an incoming 2024 Resident/Fellow.