

**TO:** INCOMING RESIDENTS/FELLOWS  
**FROM:** JARROD BAGATELL, MD, DIRECTOR  
EMPLOYEE/STUDENT HEALTH  
**DATE:** March 2024  
**SUBJECT:** PRE-EMPLOYMENT HEALTH CLEARANCE REQUIREMENTS

**NOTE**

All forms are due by: **May 10, 2024**

**Pre-Employment Requirements:**

1. Medical History F82010 and Report of Medical Examination F82055 (completed **after 1/1/2024**)
2. Immunization Checklist with immunization records and antibody titers as outlined
3. Lab report from an IGRA blood test — QuantiFeron TB Gold **or** T-Spot (completed **after 1/1/2024**)
4. Results of Occupational pre-employment urine drug screen testing – **completed by May 10, 2024**
5. Resident Release of Information Form
6. OSHA Respirator Medical Evaluation Questionnaire
7. Mask fit testing – completed by Employee/Student Health Office – as outlined

**ALL FORMS MUST BE SCANNED AS .PDF – NO PHOTOS OF FORMS OR DOCUMENTS WILL BE ACCEPTED**

Health clearance forms are included in the information from the Graduate Medical Education office available on **MedHub** and also available at: <http://www.upstate.edu/health/incoming/forms.php>  
Contact the Employee/Student Health Office at **(315) 464-4260** if you anticipate **any delays** in completing the health clearance requirements.

1. **MEDICAL HISTORY – FORM # F82010 AND REPORT OF PHYSICAL EXAMINATION – FORM # F82055**
  - Complete the Medical History Form (**UPSTATE Medical History Form # F82010 must be used**)
  - Physical exam by a licensed provider\* completed **after 1/1/2024** and prior to **5/10/2024**; documented of Report of Physical Exam **Form # F82055 or** a printout from an electronic medical records signed by licensed PCP
    - \*Valid documentation of the provider performing the exam is required with complete and legible contact information for verification.
  - Physical exams may be scheduled at Employee Health Office prior to **May 10, 2024**, call **(315) 464-4260** to schedule an appointment. Make sure to identify yourself as an **incoming** Resident or Fellow.
2. **IMMUNIZATION DOCUMENTATION PER THE FOLLOWING GUIDELINES: (Your name and date of birth must be on ALL documents)**
  - **Rubella** (German Measles) **One** of the following is required:
    - Documentation of (1) dose of MMR on or after first birthday
    - OR**
    - Rubella IGG antibody titer with **positive** results - copy of the lab report must be enclosed

- **Rubeola** (Measles) **One** of the following is required:
  - Documentation of (2) doses of MMR on or after first birthday and separated by at least 28 days **OR**
  - Rubeola IGG antibody titer with **positive** results - copy of the lab report must be enclosed
- **Mumps** **One** of the following is required:
  - Documentation of (2) doses of MMR on or after first birthday and separated by at least 28 days **OR**
  - Mumps - IGG antibody titer with **positive** - copy of the lab report must be enclosed
- **Varicella (Chicken Pox)** **One** of the following is required:
  - Documentation of (2) Varicella vaccines on or after first birthday and separated by at least 28 days **OR**
  - Varicella IGG antibody titer with **positive** - copy of the lab report must be enclosed
- **Hepatitis B Surface Antibody Titer (IgG): (Hep-B surface antibody blood test is mandatory for Hep-B)**
  - Copy of lab report must be enclosed indicating protective immunity
  - Documentation of Hep-B vaccine series, if completed in the past
  - If negative titer, vaccine(s) are available through Employee Health at no charge
  - **COVID-19 vaccines** — **Strongly recommended**, but not required.
- Please upload **detailed** documentation of **all** COVID vaccines, to MedHub **with** your other vaccine/immunization records.

**\*\* NOTE \*\***

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)**

- **Tetanus, Diphtheria, Pertussis Vaccination (Tdap)**
  - Documentation of (1) Tdap vaccination as an **adult** ≥ 18 - is strongly recommended.  
**Tdap mandatory for:** EMERGENCY MEDICINE, OB/GYN and PEDIATRIC residents and fellows.
- **Influenza vaccination**
  - Are highly encouraged and will be offered through Employee/Student Health in **Fall 2024** at no cost

### 3. TUBERCULOSIS - SCREENING

**NOTE**

**ALL** incoming residents and fellows are required to submit documentation of an **IGRA blood test (QuantiFERON TB Gold OR T-SPOT)** completed after 1/1/2024, lab report required.

- QuantiFeron TB Gold **or** T-Spot (IGRA Blood Test) — **IS MANDATORY**, advised to completed in advance
  - Completed **after 1/1/2024**— copy of final lab report is **mandatory**
  - If you have documentation of a **prior** IGRA blood test with **POSITIVE** results, you must upload a copy of that lab report to MedHub. A new IGRA test would **not** be required.
  - **REQUIRED:** previous **positive** IGRA (QuantiFERON or TSPOT) – copy of lab report required
  - **REQUIRED:** report of chest x-ray within **6 months prior** to beginning employment (6/24/24)
  - Provide documentation if you have received treatment for latent tuberculosis



#### 4. OCCUPATIONAL PRE-EMPLOYMENT DRUG SCREENING

- All employment offers for incoming residents/fellows are contingent upon the successful completion of drug screening testing. **Drug screens must be completed by May 10, 2024.** Results can take 5 - 7 business days, plan accordingly.
- **QUEST Lab requisition** for the drug screen **must** be requested from the **GME Office** by calling **315-464-8948**
- The results of drug screening will be interpreted pursuant to the laws and internal policies applicable to Upstate Medical University
- If you **live in or attend school in the United States**, you **MUST** complete your **drug screen as soon as possible**. The deadline is **May 10, 2024**
- If you live abroad and will **not** be in the United States prior to **May 10, 2024**, you will have a maximum of **5 business** days to complete your mandatory drug screen once you arrive in the United States. You **will not be medically cleared** until all health requirements are received, reviewed and approved by our Medical Director.

#### 5. RESIDENT RELEASE OF INFORMATION FORM

- Authorization to provide documentation of health clearance, evidence of immunizations and TB screening to other clinical training sites for rotations

#### 6. OSHA RESPIRATOR MEDICAL EVALUATION QUESTIONNAIRE F82087

- Required medical questionnaire for N95 respirator fit-testing

#### 7. MASK FIT TESTING – completed by Employee/Student Health Office

- All incoming residents and fellows must be N95 mask fit tested at Upstate Employee/Student Health Office
- **Call in advance** to schedule an appointment **315-464-4260**, identify yourself as incoming Resident/Fellow. Must be completed to be medically cleared to start and get your Upstate ID badge.

**IMPORTANT:** If you are in the Syracuse area, you are strongly encouraged to **make an appointment** with Employee/Student Health to complete your N95 mask fit testing and any outstanding requirements.

To make an appointment: contact Employee/Student Health at **(315) 464-4260** and identify yourself as an incoming **2024** Resident/Fellow.