

TO: INCOMING RESIDENTS/FELLOWS
FROM: JARROD BAGATELL, MD, DIRECTOR
EMPLOYEE/STUDENT HEALTH
DATE: March 2021
SUBJECT: PRE-EMPLOYMENT HEALTH CLEARANCE REQUIREMENTS

 **NOTE**

All forms are due by: **May 14, 2021**

Pre-Employment Requirements:

1. **Medical History and Report of Medical Examination** (completed after 1/1/2021)
2. **Immunization Checklist with immunization records and antibody titers as outlined**
3. **Lab report for QuantiFeron TB Gold test** (completed after 1/1/2021) **OR** PPD TB skin test at ESH
4. **Results of Occupational pre-employment urine drug screen testing – completed by May 14, 2021**
5. **Resident Release of Information Form**
6. **OSHA Respirator Medical Evaluation Questionnaire** (questions 1-9)
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** delay in completing the health clearance requirements.

1. MEDICAL HISTORY AND PHYSICAL EXAMINATION

- Complete the Medical History Form (**UPSTATE Medical History Form F82010 must be used**)
- Physical exam by a licensed provider* completed after 1/1/2021 and prior to 5/14/2021
***Valid documentation of the provider performing the exam is required with complete and legible contact information for verification**
- Report of Physical Exam Form F82055 must be completed **or** printout of electronic medical records signed by PCP
- **Physical exams may be scheduled by appointment at Employee Health prior to May 14th** by calling (315) 464-4260; make sure to identify yourself as an incoming Resident/Fellow.

2. IMMUNIZATION DOCUMENTATION PER THE FOLLOWING GUIDELINES:

- **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): (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

**** NOTE ****

Insufficient documentation of prior vaccinations, followed by antibody titers with a negative or equivocal results 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
- **Influenza vaccination**
 - Are highly encouraged and will be offered through Employee/Student Health in Fall 2021 at no cost
- **COVID vaccines**
 - Are **not** mandatory at this time. All staff are strongly encouraged to get the vaccine when available. If you have received the COVID vaccines, please upload your documentation to MedHub with your other vaccine/immunization records.

3. TUBERCULOSIS - PPD SCREENING



ALL incoming residents are required to submit documentation of an IGRA blood test completed [after 1/1/2021](#) **OR A tuberculin skin test (PPD) placed by Employee/Student Health on campus prior to the start of employment**

- QuantiFeron TB Gold or T-Spot (IGRA Blood Test) — **STRONGLY RECOMMEND**
 - Completed **after** 1/1/2021— 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.

OR
- If no history of prior positive tuberculin skin test:
 - PPD will be placed by ESH Office no later than **Friday, June 19** and read **Monday, June 21**
- If documented history of a **positive PPD** skin test or **positive IGRA** in the past:
 - **REQUIRED:** Documentation of date placed, date of positive reaction, millimeters of induration of the PPD, name and title of who read the PPD
 - **REQUIRED:** lab report of positive IGRA
 - **REQUIRED:** report of chest x-ray within **12 months prior** to beginning employment (6/24/21)
 - Provide documentation if you have received treatment for latent tuberculosis



If the above tuberculosis pre-employment screening is not completed by **6/21/2021**, you will not be allowed to begin employment on June 24, 2021.

4. OCCUPATIONAL PRE-EMPLOYMENT DRUG SCREENING

- All employment offers for incoming residents are contingent upon the successful completion of drug screening testing. **Drug screens must be completed by May 14, 2021**. 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 such 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** by **May 14, 2021**
- If you live abroad and will not be in the United States prior to **May 14, 2021**, 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 (questions 1 – 9)

- Required medical questionnaire for N95 respirator fit-testing

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

All incoming resident and fellows will be mask fit tested at Upstate, either prior to or after the start of employment. If you have been mask fit tested within the past 12 months, upload your mask fit card or fit test report to MedHub to determine if that mask is currently available at Upstate. Your information will be reviewed to determine if a mask fit testing is required prior to beginning clinical duties.

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, **prior** to orientation week.

To make an appointment: contact Employee/Student Health at (315) 464-4260 and identify yourself as an incoming 2021 Resident/Fellow.