

 CITY OF TUCSON	City of Tucson	Page 1 of 4
	Central Safety Services	
	Number: H-005	Effective Date:
	Subject:	January 1, 1997
	Occupational Health Examinations	Reviewed/ Revised: January 1, 2013

1.0 PURPOSE

To describe the various mandatory medical examinations available to City employees, as well as the accommodations that must be provided by the using organizations.

2.0 SCOPE

Various Federal regulations and City policies require the City Physician and medical facility to provide examinations for each employee with an exposure to potential health hazards. To conform to this requirement occupational health related examinations are primarily performed at the City medical services provider's facility. (Appendix A.)

The objectives of the examination program are to meet occupational health mandates and ensure employee health and safety. The success of the City's Occupational Health Program depends to a large extent on each department's cooperation with the Risk Management Division.

The policies and procedures contained in this section are intended to assist in identifying and complying with OSHA Safety Standards. In all cases where there is a difference between specific OSHA standards and the Occupational Health Exam policies set forth in this chapter, the stricter of the two shall apply.

3.0 DEFINITIONS

None

4.0 RESPONSIBILITIES

A. Departments

1. Each department is responsible to make a careful review of personnel activity and to confirm that all employees who should be examined are actually being identified to Human Resources.
2. A list of these employees with the date of last examinations shall be updated annually and submitted to the Claims Coordinator, Human Resources, City Hall, 837-4311 by February 1st of each year.

B. Central Safety Services

1. Questions concerning action levels regarding employee exposure should be discussed with the Central Safety Services Section at 837-4308 or 837-4309.

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C. Human Resources

1. Arrangements for examinations can be made by contacting the Human Resources- Employee Leave Management and ADA. Note:

- DOT physicals for CDL Operators are scheduled by the Operator or with assistance from the Operator's department.
- Departments shall schedule their own respirator examinations.

D. Employees

1. Employees shall:

- a. Inform supervision of the examination;
- b. Report for examinations on time and know what examination they require;
- c. Bring eyeglasses, if required;
- d. Use hearing protection if subjected to noise exposure prior to the hearing examination.

5.0 EDUCATION AND TRAINING

1. Designated Departmental personal are responsible to ensure compliance with the educational and training portion of OSHA and other Standards for which we examine employees. The updated training should stress the importance of full and complete participation in the health evaluation of each individual as well as to reinforce the need for proper protective equipment and adherence to specified work practice procedures.

6.0 GENERAL

A. Audiometric Testing

1. This test is provided for those employees whose work exposes those to noise levels at or above an 85 decibel eight (8) hour time weighted average (TWA of 85 dBA). This complies with 29CFR1910.95 revised 48FR9738 March 8, 1983, and is valid for one (1) year. Annual audiometric testing is necessary for the duration of noise exposure.
2. At the time of examination, each employee is counseled on the use of hearing protectors when working in or passing through noise-control areas.
3. Abnormalities
Are followed up by notification to employees. New audiogram changes may result in referral appointments.
4. Approvals, Non-approvals, Restrictions
Human Resources shall be notified of approvals, non-approvals or any permanent restrictions resulting from these examinations. Human Resources shall the notify the departments

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5. Refusal

Examination refusal shall be reported to Human Resources. Each department is responsible to determine the need to complete the examination for work assignment and appropriate disciplinary action.

B. Occupational Health Exams – Provided

1. **Asbestos Examination**

This examination is required annually for employees with past or present exposure to asbestos as per 29CFR1910.1001.

2. **Respiratory Examination**

This examination is required for all employees whose work involves the use of any type of respiratory protection regardless of the duration of its use. This includes personnel whose use is solely for emergency purposes. Exceptions from this latter requirement may be considered in special situations upon appeal to the Central Safety Services Section of Human Resources. This examination is required annually and complies with 29CFR1910.134.

3. **DOT Examination**

The Department of Transportation examination is provided for those employees who are required to operate City vehicles in excess of 18,000 lbs., complying with Motor Carrier Safety Regulations 49CFR391.41-49CFR391.49. This examination is valid for two (2) years.

4. **Other Examinations**

Occupational exposures to other substances may require special examinations. Departments who suspect a potential problem should request an Industrial Hygienist investigation in writing from Central Safety Services. The City's medical provider will provide any examinations documented to be required.

C. Clinic Locations

1. Clinic locations for employer-provided occupational examinations are referenced in Appendix A.

7.0 ADVICE AND COUNSEL

Central Safety Services shall consult annually with Human Resources, Employee Leave Management and ADA regarding physical examinations for employees

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Appendix A

U.S. HealthWorks

1661 W. Grant Road
Tucson, AZ 85745
(520)628-4340
(520) 628-1871 (Fax)

888 S. Craycroft Rd., #150
Tucson, AZ 85711
(520)747-0446
(520) 747-0417 (Fax)

2945 W. Ina Road
Suite 103
Tucson, AZ 85741
(520) 887-8600
(520) 997-8601 (Fax)

Tucson Fire Department Commissioned Personnel Only WellAmerica

1951 N. Wilmot Road
Tucson, AZ 85712
(520) 795-1098