INTRODUCTION

The Environmental Health and Safety Department in collaboration with local physicians or other licensed health care professionals in the area will provide medical surveillance, preventive and wellness care to UTEP students, faculty and staff as it pertains to their research responsibilities or activities on campus.

SCOPE

The following guidelines have been established to protect the health and well-being of faculty, staff and students involved in activities at The University of Texas at El Paso campus that could put them at risk for an occupational exposure. This document also establishes operating procedures to assist departments and individuals in addressing the requirements for participation in the Occupational Health Program at UTEP. This program is designed to:

1. Prevent and detect disease and illness resulting from exposure to possible health hazards in the research environment; and
2. Establish baseline health data for future comparison if needed.

DEFINITIONS

1. UTEP – The University of Texas at El Paso
2. EH&S – Environmental Health and Safety
3. PLHCP – Physician or other Licensed Health Care Professional
4. OHP – Occupational Health Program
5. PI – Principal Investigator
6. SHC – Student Health Center

RESPONSIBILITIES

1. Environmental Health and Safety

The Department of Environmental Health and Safety is responsible for the administration and direction of the Occupational Health Program for the University.
EH&S will receive recommendations from the various safety committees on campus regarding enrollment of personnel in the OHP.

EH&S will perform area inspections and meet with UTEP faculty in order to evaluate their specific needs in regards to the OHP. EH&S will advise UTEP personnel of precautions and provide safety education in order to mitigate potential exposure to health hazards.

EH&S will work with licensed health care professionals to provide health assessments and medical surveillance to enrolled UTEP personnel.

EH&S will provide an authorization referral form to all registered participants certifying their eligibility for participation in the Occupational Health Program.

2. The Physician or Other Licensed Health Care Professional

The PLHCP will provide health assessments to OHP participants. These will be based on the potential health risks, specific to the activity UTEP Personnel are participating. Health assessments will take place upon enrollment in the OHP, annually, and as necessary based on an individual’s health status or work history.

Preventive and wellness care offered may include medical evaluations, immunizations, and blood drawn to determine vaccination titers. Blood will also be drawn to rule out possible exposure if needed. If prophylactic antibiotics or medications are prescribed to a specific research group, the physician or other licensed health care professional Pharmacy will carry those medications.

Health assessments may also include but are not limited to:

- Review of health history
- Review of activity/work history
- Medical examinations
- Immunizations
- Blood tests
- X-Rays
- Allergy tests
- EKGs

UTEP personnel health records will be maintained by the physician or other licensed health care professional. Participants will not be billed for any health services offered under the OHP. EH&S will cover costs associated with administering the program. The physician or other licensed health care professional will send a voucher to EH&S at the end of each month for all services rendered for payment by EH&S.

Periodic meetings between EH&S and the various UTEP departments and faculty will assist in keeping EH&S up to date with information on UTEP personnel who are working in UTEP laboratories.
3. **UTEP Personnel**

UTEP personnel enrolled in the Occupational Health Program will be required to:
- Attend occupational health and safety classes provided by EH&S staff;
- Follow safety precautions established for their activities;
- Annually complete the Occupational Health Questionnaire and submit to EH&S;
- Report to the physician or other licensed health care professional for health assessments as required for medical follow-up;
- Report to The physician or other licensed health care professional any illness that they experience regardless of severity or perceived origin;
- Report to their supervisor and the physician or other licensed health care professional any exposure or injury due to activities while at UTEP.

UTEP personnel need to complete the Occupational Health Questionnaire upon enrollment, when research duties or work changes occur or when an individual’s health status changes due to a medical condition (immunosuppression, pregnancy, disease diagnosis, heart condition, lung disease, cancer, claustrophobia, etc.).

UTEP personnel can visit their personal physician and are not limited to the health assessments provided by the physician or other licensed health care professional recommended by EH&S. Contact EH&S for a form when seeing your own personal physician.

UTEP personnel must present a valid UTEP I.D. or driver’s license to the physician or other licensed health care professional when receiving services as part of the Occupational Health Program.

**LIMITATIONS**

Costs incurred by health assessments not referred by EH&S or the OHP will be the responsibility of the individual and his/her personal insurance carrier.

**REVIEWS AND REVISIONS**

This document will be reviewed annually and modified as necessary.