



Department of Environmental Health & Safety

**Request for Annual Health Review**

Date: \_\_\_\_\_ Email \_\_\_\_\_

Name: \_\_\_\_\_ Telephone: \_\_\_\_\_

Department \_\_\_\_\_

Location where research will be performed: \_\_\_\_\_

Building Name

Room Number

PI's Name

PI's Telephone Number

☐ Check here if this is your first Annual Health Review

**Please select one of the following:**

\_\_\_\_ Drexel Faculty or Staff Position: \_\_\_\_\_

\_\_\_\_ DUCOM Faculty or Staff Position: \_\_\_\_\_

\_\_\_\_ \*Graduate Student enrolled in the \_\_\_\_\_ Program, who will be working on a protocol sponsored by the Department of \_\_\_\_\_

\_\_\_\_ \*Medical Student who will be working on a protocol sponsored by the Department of \_\_\_\_\_

\_\_\_\_ \*Volunteer who will be working on a protocol sponsored by the Department of \_\_\_\_\_

**\*If graduate student, medical student or volunteer is checked, please provide fund/org number to cover cost.**

Fund # \_\_\_\_\_ Org Code # \_\_\_\_\_ Acct. Code \_\_\_\_\_ PI's Signature \_\_\_\_\_

**Scheduling the Exam:**

The annual health reviews are performed by the Executive Wellness Center, located on the Center City campus. Health reviews are by appointment only must be scheduled through the Department of Environmental Health and Safety. Health Reviews are only performed on the days and times listed below.

Please select the days/times that you would be available to attend.

Tuesdays:

\_\_\_\_ 8:30 AM – 9:00 AM

\_\_\_\_ 1:00 PM – 1:30 PM

Thursdays:

\_\_\_\_ 8:30 AM – 9:00 AM

\_\_\_\_ 1:00 PM – 2:00 PM

\_\_\_\_ 2:00 PM – 3:30 PM

\_\_\_\_ Next appointment available / Annual Health Review must be completed by: \_\_\_\_\_

Please email the completed form to [dd35@drexel.edu](mailto:dd35@drexel.edu) or fax to 215-895-5926. Upon receipt of your completed form, the Department of Environmental Health & Safety will schedule your appointment and send you a confirmation email specifying the exact date, time and location of your appointment.

If you require any additional assistance, please contact Safety & Health at (215) 895-5919.

Ref. File: Request for Annual Health Review  
Revised: 11/2008

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