

Beaumont® | HEALTH SYSTEM

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Prepared By Corporate Human Resources		Prior Issue Date 02/01/12	Issue Date 07/04/14

GENERAL

It is the policy of Beaumont Hospitals to provide a health service for all regular employees, temporary and contingent employees as well as students associated with Beaumont Hospitals sponsored programs.

RESPONSIBILITY

Pre-Placement Physical Examination

All prospective regular employees, contingent and temporary employees, as well as eligible students shall be required to successfully complete a physical examination prior to employment. The physical examination must be performed at least three (3) working days prior to the date of hire.

The physical examination shall include the completion of a health questionnaire, general History & Physical Screening, chest x-ray if applicable, laboratory testing, immunizations and/or other examinations as indicated by job classification, and drug/nicotine screen. Additional testing may be required based upon clinical information or job classification.

All employees are required to have TB testing according to a schedule established by the Occupational Health Services in concurrence with their Corporate Epidemiologist.

Pre-Placement Physical Hold Status

All prospective regular employees, contingent and temporary employees and eligible students whose history or physical examination findings require further evaluation and/or treatment will be placed in a "Hold" status and referred to the Human Resources Department.

Worker's Compensation

Occupational Health Services (OHS) with the concurrence of Human Resources shall be responsible for the initial examination, treatment, referral, and follow-up of any illness or injury. All employees seen in the Emergency department for a work-related injury or illness will be subsequently referred to the Occupational Health Services for further evaluation.

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RESPONSIBILITY (Cont'd)

Worker's Compensation (Cont'd)

Human Resources (i.e., Benefits Administration) in consultation with the Occupational Health Services shall determine the pertinence of an illness or injury in regards to a Worker's Compensation claim.

Occupational Health Services may, as deemed necessary, require an employee who is on a Worker's Compensation leave of absence to undergo an examination at any time during the leave of absence to determine the status of disability.

Infection Surveillance

As part of the Hospital Infection Control Program, provision is made for a practical system of reporting, evaluating and maintaining records of infections among personnel.

Specific Exposure

Employee exposures to patients with specific contagious infections (i.e., Tuberculosis, Hepatitis, Rubella, Chicken Pox, Mumps, etc.) shall be referred to the Occupational Health Service for evaluation in accordance with Infection Control Procedures.

If it is determined that the employee has indeed been exposed to a contagious infection at the workplace, the employee shall be sent home and shall not return to the workplace until the end of the incubation period. The employee shall receive their base salary (less any premium payments, i.e., shift differentials, etc.) during the incubation period. If the employee contracts the disease, he/she shall be placed on a Worker's Compensation Leave of Absence retroactive to the date of exposure. If the employee does not contract the disease, he/she shall return to work.

Employees who are exposed to contagious diseases outside of the workplace must inform their supervisors of the exposure, who will refer the employee to Occupational Health Services for evaluation. If the employee has indeed been exposed to a contagious disease, the employee shall be placed on a Medical Leave of Absence and sent home for the duration of the incubation period. If the employee contracts the disease, the employee shall remain on a Medical Leave of Absence until he/she is cleared to return to work.

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