

VALLEYCARE
OLIVE VIEW-UCLA MEDICAL CENTER/HEALTH CENTERS
POLICY & PROCEDURE

NUMBER: 193
VERSION: 1

SUBJECT/TITLE: EMPLOYEE HEALTH SERVICES

POLICY: Care is provided to all employees, as mandated by the Department of Health Services (DHS), Public Health Service (PHS), California Occupational Safety and Health Act, (Cal. OSHA), Central for Disease Control (CDC), Title 22, and the Joint Commission; including record keeping and reporting.

The specific services provided are:

1. Pre-employment examinations
2. Food Handlers physical examinations
3. Asbestos physical examinations
4. Antineoplastic physical examinations
5. Illness, injury prevention and industrial accident program
6. Return to Work coordination for specified condition
7. TB testing including two step PPD testing
8. Immunizations:
 - (a) Rubella
 - (b) Rubeola
 - (c) Hepatitis B
 - (d) Influenza
 - (e) Others, as appropriate follow-up
 - (f) Soon to be implemented Varicella
9. Communicable Disease Exposure Services
10. Health Counseling

The Employee Health Department is open Monday through Friday, 8:00 a.m. to 4:30 p.m.

Scheduled Services

Employee Health Department

Cottage G (Physical Exams, Return to Work Coordinator)

Monday through Friday

8:00 a.m. to 4:30 p.m.

Unscheduled, Urgent Services

Medical Walk In

Room 2B183

(IA and exposure follow up)

Monday through Friday

4:00 p.m. to 8:00 p.m.

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Emergent Services
Medical Emergency Room
Room 2A208 (IA and Injuries)

24 Hours, 7 days/week

After 30 days of illness, employees are required to bring a doctor’s letter stating that there can return to work without restrictions. Employees must BE CLEARED THROUGH THE EMPLOYEE HEALTH CLINIC in those cases on the day they return to work or should be off duty, even though they have a release from their private physician clearance through Employee Health Clinic may be requested.

ALL INDUSTRIAL INJURIES MUST BE CLEARED THROUGH THE EMPLOYEE HEALTH CLINIC.

A separate manual of policies and procedures is maintained for the Employee Health Service.

PURPOSE: To define the scope of services provided to ValleyCare workforce members.

DEPARTMENTS: All

DEFINITIONS:

PROCEDURE:

References:	
Approved by: VEC-2007Nov	Date: 05/20/2008
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