

1.2.1 Medical Screening/Health Assessment



YOUR ORGANIZATION
STANDARD OPERATING PROCEDURES/GUIDELINES

TITLE: Medical Screening/Health Assessment

SECTION/TOPIC: Member Health and Assistance Programs

NUMBER: 1.2.1

ISSUE DATE:

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PREPARED BY:

X

Preparer

APPROVED BY:

X

Approver

These SOPs/SOGs are based on FEMA guidelines FA-197

1.0 POLICY REFERENCE

CFR	
NFPA 1500 OSHA 1910.134	In accordance with NFPA 1500 and OSHA 1910.134, all members certified to wear SCBA's shall receive a periodic comprehensive medical exam. The periodic exam is a mandatory physical to be received every 12 to 18 months. All other members may receive a voluntary physical once every 2 years.
NIMS	

2.0 PURPOSE

This standard operating procedure/guideline addresses fire department physician, baseline/entry and annual examinations, post-injury/exposure examinations, exercise screening/stress tests, vaccinations, medical/exposure records.

3.0 SCOPE

This SOP/SOG pertains to all personnel in this organization.

4.0 DEFINITIONS

These definitions are pertinent to this SOP/SOG.

5.0 PROCEDURES/GUIDELINES & INFORMATION

5.1 Fire Department Physician:

5.2 Baseline/Entry and Annual Examinations:

PURPOSE

To promote and maintain the highest possible level of wellness and fitness to City Fire Department members through a coordinated program designed to accomplish the following:

- To determine through the Fire Department Physician whether an individual is physically and mentally able to perform essential job duties without undue risk of harm to self or others.
- To monitor the effects of exposure to specific biological, physical, or chemical agents.
- To detect changes in an individuals health that may be related to harmful working conditions.
- To detect any patterns of disease in the work force that might indicate underlying work related problems.
- To provide members information about occupational hazards and current health.
- To provide a cost-effective investment in early detection, disease prevention, and health promotion of members.
- To comply with federal, state, and local requirements.

All physicals shall consist of procedures listed in Table “A” of this policy.

Scheduling

All scheduling of exams will be done through the Personnel Chief. Notification will be made at the earliest convenience by email to the individual, his/her District Manager, and Field Incident Technician. Members scheduled will receive a packet in the mail consisting of a history questionnaire and lab sheet for blood work.

Location

Through an Intergovernmental Agreement, all exams will be conducted at the City Fire Department Health Center. The Fire Department Physician will administer the exam and oversee all medical testing.

At the completion of the physical examination, the Fire Department Physician will discuss the examination results with the member and a copy of the results will be mailed to the members home.

Confidentiality

All medical information obtained through the Medical Evaluation will be maintained according to physician patient confidentiality standards.

If a medical problem is detected during the examination that would be deemed life threatening for the member to remain on regular duty, the Fire Department Physician may recommend an alternative duty status.

The Fire Department Physician will notify the Fire Chief or his/her designee of the recommended duty status of the member, without disclosing confidential medical information.

Medical Arbitration

Waiver

Any member may waive the annual physical only if he/she has the physical examination performed by a licensed physician and the required results sent to the Fire Department Health Center and inserted in the members medical file. *The physical performed by the private physician must conform to City Fire Department Policy and shall consist of all procedures outlined in Table "A" of this policy.* Any member waiving a physical through the City Fire Department is responsible for the cost of such physical. A waiver form shall be completed, signed and dated by the member.

Fitness Evaluation

During the physical examination, the member will be given a fitness evaluation unless restricted by a physician order.

The fitness exam will consist of:

- Aerobic Capacity
- Strength Testing
- Flexibility
- Endurance

- Body Composition

Results will be provided to each member for comparison with accepted standards.

Table “A” Fire Personnel Medical Evaluations

Complete Medical History

- Medical and surgical history
- Family history
- Allergy history
- Review body systems
- Prior work/exposure history
- Prior history of toxic involvement
- Reproductive history
- Stress evaluation

Ophthalmologic Screening

- Visual acuity-near and far point
- Color vision
- Vertical phoria
- Lateral phoria
- Stereopsis

Audiometry

- Hearing thresholds for 500-8000 hertz

Urinalysis

- Specific gravity
- Albumin
- Sugar
- pH
- Blood
- Microscopic examination

Vital Signs

- Temperature
- Height and weight
- Blood pressure
- Pulse rate

*** Electrocardiogram**

- 12 lead resting pace
- Treadmill cardiac stress test

**** Radiology**

- Chest Xray, PA, 14X17

Pulmonary Function Screening Test

- Vital capacity
- 1 second forced expiration volume

Hematology Profile

- Hemoglobin
- Hematocrit
- Red blood count
- White blood count
- WBC differential count

Blood Chemistry Profile

- Calcium
- Phosphorous
- Glucose
- Urea nitrogen
- Uric acid
- Cholesterol
- Total Protein
- Albumin
- Total bilirubin
- Alkaline phosphatase
- L.D.H.
- SGOT
- Globulin
- Triglycerides
- SGPT
- FFPT

- HDL
- CHOL/HDL ration
- Sodium
- Potassium
- Chloride

Complete Physical Exam with Fire Department Staff Physician

- Fundoscopic examination of the retina
- Rectal examination for men
- Proctoscopic examination every 4.5 years for those over age 50 or with history of bleeding (this test is advisable but optional).
- Extensive physical examination

Discussion of Results with Examinee

- Specific laboratory testing as directed by the work history and the physical exam.
- Written documentation of the examination results will be placed in the members confidential file at the Health Center.
- When indicated or requested a copy of the exam results can be forwarded to the examinees personal physician.

*** Members 35 and under will be tested on the treadmill every third year. Those 35 to 44 will be tested every other year, and those 45 and older will be tested yearly.**

**** Will be administered on pre-employment and every year for smokers and three years for non-smokers.**

Stool occult blood test (3) for stomach and intestinal tract bleeding for those over age 40.

5.3 Post-Injury/Exposure Examinations:

5.4 Exercise Screening/Stress Tests:

5.5 Vaccinations:

5.6 Medical/Exposure Records: