

**OCCUPATIONAL HEALTH SERVICES PROVIDED FOR NON- EMPLOYEE  
WORKFORCE MEMBERS**

**Originator: Occupational Health Department**

**Approved By: Mark T. Steele, M.D., Chief Medical Officer/Chief Operating Officer**

**Policy:** Truman Medical Centers (TMC) Occupational Health Department will provide services for non-employee Workforce Members (WFM) as outlined in this policy. Non-employee WFM are required to have an on-boarding and annual assessment. This assessment includes but is not limited to a TB screening, TB symptom review, immunization status review, administration of seasonal immunizations and fit testing services (see [Post-Offer and On-Boarding Health Assessment for Healthcare Personnel](#) and [Annual Occupational Health Assessment](#) policies).

**Scope:**  Corporate  Facility  Department

Hospital Hill	Lakewood	Long Term Care	University Health Surgery Center
X	X	X	X

**Procedure:**

- I. The Occupational Health Department will provide the following services to non-employee WFM:
  - A. Occupational Health Services will be provided to the individual and paid per contract:
    1. On-Boarding and Annual Assessment
    2. TB Screening at on-boarding and annually
    3. Fit Testing at on-boarding and annually
    4. Immunization status review
    5. Titers or immunizations, as required
    6. Hepatitis B Immunizations at on-boarding, annually and post-exposure, as indicated (see [Hepatitis B Vaccine for Healthcare Personnel](#) policy)
    7. Influenza Vaccination
    8. Tdap Vaccination
    9. Exception: University of Missouri – Kansas City medical students will be provided item 3 by the Occupational Health Department. Other items are required, but will be coordinated with UMKC.
  - B. Work-related injury or illness
    1. If the Occupational Health Department is closed and the WFM needs emergent medical care, he/she should report to the TMC Emergency Department (ED) and follow up the next working day with the Occupational Health Department.
    2. Physician referral will be done at the initial visit with Occupational Health, if needed (e.g. further evaluation of blood/body fluid exposure [BBFE] requiring continued medications).

3. Medication, lab work, or any physician follow-up care following a potentially infectious disease exposure (e.g. BBFE) will be completed as needed. A bill may be generated depending on contractual arrangements with the WFM's employer/school.
  4. Physician referral and treatment for work related injuries/illnesses (other than BBFE) requiring further evaluation and additional follow up care will be coordinated with the WFM's employer/school.
- C. Non Work-related injury or illness: Occupational Health will assist with Physician referral for non-work related injury or illness as needed.

II. Additional Instructions for Non-employee WFM:

- A. Life Threatening/Emergent Work-Related Injury/Illness: The WFM should be taken immediately to the ED for stabilization. The WFM's employer/school will be contacted to obtain authorization for further treatment or instructions for the provision of medical care at the facility of their choice.
- B. Non-Emergent Work-Related Injury/Illness: WFM will contact their employer/school for authorization of treatment or instructions for the provision of medical care at the facility of their choice. During business hours. Occupational Health is available for follow up. After-hours the ED is available for care.
- C. Blood and Body Fluid Exposure: Occupational Health will provide services unless the WFM is directed elsewhere for services by his/her employer/school. TMC encourages non-employee WFM to obtain baseline testing for themselves and the source patient immediately following the incident. If Occupational Health is closed, the ED is available to assist with care. Occupational Health is also available post-exposure to obtain copies of baseline results and a verbal report of the source patient's results for further follow up with the employer/school. A picture ID is required to obtain results.
- D. Influenza Vaccination: Is offered at no charge for non-employee WFM as outlined by the Influenza Protocol for the given season. Exception: UMKC medical students will obtain required vaccination as directed by UMKC.
- E. Fit Testing: Is completed at no charge for Non-employee WFM.
- F. Personal Illness: WFM will be referred to their primary care physician (PCP), ambulatory clinic or ED at their cost.
- G. Billing for Services: Non-employee WFM will be billed for services provided outside this policy.

**Definitions:**

**Workforce Member(s) (WFM):**

1. Employees, volunteers, trainees, medical or allied health staff, residents/fellows, medical students, contract workers and other persons whose conduct, in the performance of work for TMC, is under the control of TMC, whether or not they are paid by TMC.
2. Additionally for confidentiality and patient privacy purposes, any individual who obtains access to TMC information as the result of training, education, auditing, research, investigative, or volunteer activities; regardless of where such activities take place.