For New Employees – Pre-employment Evaluation Requirements

The pre-employment evaluation is a required process for all job positions at the University of Chicago Medical Center (UCMC). The evaluation is performed by the Occupational Medicine Department to ensure that all faculty/staff who are working in the Medical Center have the appropriate screenings and immunizations, as required by job group. This evaluation is based on Federal, State, and UCMC regulations and policies.

Post-offer pre-employment screening will be scheduled by the UCMC Human Resources Recruiter and is conducted in the Occupational Medicine Department located in room L-156 in the Lying-in Building at 5841 S. Maryland Avenue. The basic requirements are described below by job group:

- Staff with direct patient contact and/or work in patient care areas
- Staff who do NOT have patient contact AND do not work in patient care areas

This designation is not exhaustive and does not preclude additional interventions based on individual and job exposure variation.

- Testing and vaccination are available without cost to employees
- If you have questions or need clarification, please contact Occupational Medicine at 773.702.6757

Please note: Pre-employment health information is secured in Occupational Medicine. Health records are maintained confidentially and separate from personnel and other UCMC medical records.

Faculty and Staff with Direct Patient Contact and/or Work in Patient Care Areas

- Health history review — Job pertinent health history information is reviewed by a Nurse Practitioner or Physician
- Substance Abuse Screening — All UCMC employees will be screened for substance abuse. A picture ID is required.
- Tuberculosis Screening
  o Provide written documentation of two tuberculin skin test (TST) results during the 12 months prior to beginning work, one of which needs to be within the past 3 months.
  o If previous tuberculin skin test result is positive, documentation of a chest x-ray within the past 3 months is needed.
  o Quantiferon TB Gold test is acceptable in lieu of a TST but must be within 3 months of hire.

Immunity status

The following is required for those employees with direct patient care responsibilities and/or those who will be working in patient care areas:
• **Immunity to Measles** — Must provide official documentation of one of the following:
  - Documentation from health care provider of a diagnosis of measles disease
  - Lab evidence of measles immunity (blood test)
  - Two doses of live measles-containing vaccine on or after the 1st birthday

• **Immunity to Mumps** — Must provide official documentation of one of the following:
  - Documentation from health care provider of a diagnosis of mumps disease
  - Lab evidence of mumps immunity (blood test)
  - Two doses of live mumps-containing vaccine on or after the 1st birthday

• **Immunity to Rubella** — Must provide official documentation of one of the following:
  - Lab evidence of rubella immunity (blood test)
  - One dose of live rubella-containing vaccine on or after the 1st birthday

• **Immunity to chickenpox (Varicella Zoster)** — Must provide official documentation of one of the following:
  - Documentation from health care provider of a diagnosis of chickenpox disease.
  - Lab evidence of varicella immunity (blood test).
  - Two doses of Varicella Vaccine.

**Color Blind Screen**

All clinic staff who might do point of care testing are required to have a color blind screen. Documentation of prior testing is acceptable.

**Hepatitis B Vaccination**

Vaccination for Hepatitis B is strongly recommended. Bring record of vaccination and/or Hepatitis B Antibody results. Hepatitis B vaccine is offered free of charge to those employees who may have occupational exposure to blood or potentially infectious body fluid.

**Respiratory Fit testing for the N95 particulate respirator**

Respiratory fit testing is required for selected job positions

**Diphtheria, Tetanus, Acellular Pertussis (TDAP)**

TDAP is highly recommended for all faculty and staff who provide direct patient care to children 18 months of age or younger. TDAP is offered to all UCMC staff.

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**New Hires with NO Direct Patient Contact and NO Work in Patient Care Areas**

- Health history review — Job pertinent health history information is reviewed by a Nurse Practitioner or Physician
- Substance Abuse Screening — All UCMC employees will be screened for substance abuse. A picture ID is required