

Date:

From: Associate Chief of Staff, Research Service (151)

Subj: Occupational Health Clearance (Appointment Term: )

To:

Cc:

1. You ( \_\_\_\_\_ ) are required to be cleared by Occupational Health before reporting for duty. This is a condition of your employment here, regardless of your salary source. You must schedule a visit with Occupational Health (612-467-2985) (Room 4M-123) before you start your work with Research Service.
2. Bring the following items with you to your Occupational Health visit:
  - a. This memo with item #3 below completed
  - b. Verifiable or official copies of immunization records (or antibody titer levels) for:
    - i. MMR (Measles, Mumps, and Rubella)
    - ii. Varicella
    - iii. Hepatitis B
    - iv. Tetanus (evidence of vaccination within the past 10 years)
    - v. Influenza
    - vi. COVID-19
  - c. Medical documentation of tuberculosis (TB) screening test results in past 12 months. If you don't have a recent TB screening, you may receive one at the VA.
  - d. A completed Zoonoses Questionnaire if working with animals, or animal tissues or fluids.
3. Complete the following items with your PI. Will your research assignment involve:
  - a. Exposure to human tissues or fluids? [ ] No [ ] Yes  
If yes, specify: \_\_\_\_\_
  - b. Exposure to animals, animal tissues or fluids? [ ] No [ ] Yes  
If yes, specify: \_\_\_\_\_
  - c. Exposure to pathogens? [ ] No [ ] Yes  
If yes, specify: \_\_\_\_\_
4. Depending upon your duties and/or the laboratory in which you will be working, you may be vaccinated or have a blood sample drawn and stored for reference purposes.
5. Return this completed memorandum to the Research Office ([VHAMINResearchOffice@va.gov](mailto:VHAMINResearchOffice@va.gov)) and you will then be issued any necessary laboratory coats and keys.

Associate Chief of Staff, Research

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To: Research Office (151)

Date: \_\_\_\_\_

The above named employee reported to Occupational health for screening. The employee has been informed of any necessary follow-up visits.

Reviewing Occupational Health Staff Member