

**Human Resources**

10920 Wilshire Center, Suite 400 Los Angeles, CA 90095–1664 310–794‐0500 Fax 310–794‐0530

February 1, 2018

Dear Agency Manager,

We want to alert you to a change in our health requirements for all temporary staff coming to work at UCLA Healthcare on a temporary assignment effective August 1, 2007. In order to comply with the current regulatory agency standards regarding medical clearances, all employees, whether paid through UCLA or through an agency, must adhere to the same standard.

Working in a hospital setting requires a more extensive health review than other types of industries. We must do all we can to protect the patient as well as the staff member. Whether an individual works in a clinical area or a non‐patient care area, the standards remain the same.

Listed below is the revised medical clearance criterion for all staff, including temporary employees:

1. Temporary employee must have **proof of immunity**, (e.g. documented blood titers or documented appropriate vaccinations), to the following conditions:
	* Measles (Rubeola)  Mumps
	* Rubella (German Measles)  Varicella
2. Temporary employee must be either
	* offered and given the Hepatitis B vaccine series, or
	* demonstrate immunity to Hepatitis B, or
	* sign a declination for Hepatitis B vaccination
3. Temporary employee must be tested for Tuberculosis by a Quantiferon (QFT) or T-Spot to meet the TB clearance requirement, and annually thereafter. If the employee has a positive QFT or T-Spot, they will show that they do not have active TB with an X-ray report dated within the past 3 months.
4. Temporary employee must be offered the Tdap (Tetanus, Diphtheria, and Pertussis) Vaccine
5. Temporary employee must be physically and medically cleared by a physician to perform the essential functions of the temporary assignment.
6. Temporary employee must be fit tested for the Kimberly Clark N95 or Moldex mask if they will be working in patient care area with risk of exposure.

This is not a service available through UCLA Health’s Occupational Health Facility. But, we would be happy to help you find an outside Occupational Clinic that performs these screenings, as a professional courtesy for your agency. These health requirements must be completed prior to the start of any assignment. Proof of the medical clearance must be made available to the UCLA Health manager of the assigned department.

If you have any questions, please contact Nohemi Rosales UCLA Health Human Resources at (310) 267-3244.

Sincerely,

 **Nohemi Rosales**

 Temporary Staff Coordinator

 UCLA Health