



## **Environmental Health Safety & Risk Management**

MSC 3578

New Mexico State University

Box 30001

Las Cruces, NM 88003

Phone: (575) 646-3327 Fax: (575) 646-7898

[ehs@nmsu.edu](mailto:ehs@nmsu.edu)

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### **PROGRAM CHANGE: New procedure for submitting Respirator Medical Evaluation Questionnaire**

EHS&RM has established a new procedure for submitting Respirator Medical Evaluation Questionnaires. Effective November 1, 2018 the individual will be responsible for submitting their questionnaire to WorkMed after it has been filled out. Once approved, the individual will also be responsible for obtaining their Respirator Medical Evaluation Status forms from WorkMed and return to EHS&RM.

#### **PROCEDURE**

1. Medical evaluation is required of all personnel requiring the initial respirator training and respirator fit. These individuals will complete a Respirator Medical Evaluation (OSHA Questionnaire) and submit it to WorkMed.
2. Medical provider will contact the individual if an office evaluation is required based on review of the questionnaire.
3. The individual will need to obtain their Respirator Medical Evaluation Status form from WorkMed.
4. The supervisor/department will need to provide an index number for the cost. The index and fund number are to be noted on the Respirator Medical Evaluation Status form. EHS&RM will pay WorkMed and will charge back to department with index provided.

#### **RESPIRATOR MEDICAL EVALUATION (per OSHA)**

OSHA Questionnaire \$15.00

Spirometry \$35.00 (if indicated)

Physical Exam (basic) \$50.00 (in indicated)

#### **FIRE FIGHTER ANNUAL EVALUATIONS (per NFPA)**

Fire Fighter Annual Evaluation (following NFPA recommendations) \$150.00 includes the following: physical exam, labs, audiometry screening, vitals, spirometry, and comprehensive vision testing.

5. NMSU Employee will then need to submit the Respirator Medical Evaluation Status form along with the index and fund number to EHS&RM. This form needs to be received at EHS&RM at least 48 hours prior to Respirator Safety and Fit Class.
6. EHS&RM will send the individual an email with instructions to register for an initial respirator training and respirator fit testing class.

Please be patient as we work through this new process and implement changes.