PURPOSE

The purpose of this policy is to establish guidelines regarding the required employment health screenings for faculty and staff hired to work and/or teach in the Professional Studies Division of Greenfield Community College. These screenings are required by the clinical sites utilized in our Nursing, Medical Assistant, and Paramedic Programs.

RESPONSIBILITY

The Executive Director of Human Resources in collaboration with the Dean of Professional Studies is responsible for the administration of this policy.

POLICY

Greenfield Community College has a duty to work in collaboration with our local clinical sites, to ensure public safety for college sponsored clinic experiences, and to have available the required documentation that allows our faculty and students to take advantage of the hands on experience and training that can be satisfied in these educational settings. To this end, Greenfield Community College will require this health screening documentation on letterhead from the employee’s doctor or from AEIOU Health Center. This information will be turned in to the Human Resource Department and kept in a separate medical file. In order to satisfy these requirements, we require the following documentation on pre-employment health screenings as listed below.

GENERAL GUIDELINES

1. **Associate Degree Nursing Program:**
   Immunizations for the following with either vaccination record or titer results:
   - TDap (within past 10 years)
   - Measles, Mumps and Rubella (2 doses at least one month apart)
   - Hepatitis B* 2 doses one month apart; third dose six months from first
   - Varicella (titer or 2 doses of vaccine)
   - Tuberculosis PPD or chest x-ray (after June 5th for the initial PPD and then annually)

2. **Licensed Practical Nursing Program:**
   Immunizations for the following with either vaccination record or titer results:
   - TDap (within past 10 years)
• Measles, Mumps and Rubella (2 doses at least one month apart)
• Hepatitis B* 2 doses one month apart; third dose six months from first
• Varicella – (titer or 2 doses of vaccine)
• Tuberculosis PPD or chest x-ray (after June 5th for the initial PPD and then annually)

3. Medical Assistant Certificate Program
Immunizations for the following with either vaccination record or titer results:
• TDap (within past 10 years)
• Measles, Mumps and Rubella (2 doses at least one month apart)
• Hepatitis B* 2 doses one month apart; third dose six months from first
• Varicella (titer or 2 doses of vaccine)
• Tuberculosis PPD or chest x-ray (after June 5th for the initial PPD and then annually)

4. Paramedic Certificate Program:
Immunizations for the following with either vaccination record or titer results:
• TDap (within past 10 years)
• Measles, Mumps and Rubella (2 doses at least one month apart)
• Hepatitis B* 2 doses one month apart; third dose six months from first
• Varicella (titer or 2 doses of vaccine)
• Tuberculosis PPD or chest x-ray (after June 5th for the initial PPD and then annually)

*Employees who have valid reasons to refuse to meet a health requirement may opt out by signing a document acknowledging full liability for this act. This document is available in the Professional Studies Office or from the Human Resource Department.