



Date: December 19, 2018
To: Summer Program Coordinators
From: Medical Director
Occupational Medical Service, DOHS, ORS
Subject: Pre-placement Medical Evaluations for Summer Students

Summer hires are required to have a pre-placement medical evaluation in OMS, if they work:

- In Building 10 (All areas)
- With patients (i.e. have *any* patient contact or work in patient care areas)
- With human blood, body fluids, or tissues
- With human pathogens (infectious agents)
- With select carcinogens, reproductive toxins, or acutely toxic chemicals, or
- With animals

Minor students who do not fall into one of the categories above are no longer required to have a preplacement medical evaluation.

Please note that students must be at least 18 years old to work with:

- Nonhuman primates
- Human and nonhuman primate body fluids or tissues,
- Select agents,
- Radioactive isotopes, or
- Select carcinogens, reproductive toxins or acutely toxic chemicals as outlined in the NIH Chemical Hygiene Plan.

The student must have their pre-placement medical evaluation completed by July 1st, or no later than two weeks after their start date.

A *Summer Student Clearance* form must be completed for each student needing a pre-placement evaluation and forwarded to OMS.

Please provide students who need a pre-placement medical evaluation with copies of the documents listed below:

1. *Memorandum to Summer Workers*, and
2. *Documentation of Immunizations* form

Please instruct the student to return the *Documentation of Immunizations* form to **OMS**, *not* to the I/C. When we receive both the *Summer Student Clearance* form from the I/C and the *Documentation of Immunizations* form from the student, OMS will contact the student to make an appointment in OMS.

If you have any questions, or if you would like OMS to conduct an informational session for your staff, please call 301-496-4411.

Thank you,

James M. Schmitt, M.D., M.S.