



Date: January 1, 2015
To: Summer Program Coordinators
From: Medical Director
Occupational Medical Service, DOHS, ORS

Subject: Pre-placement Medical Evaluations for Summer Students

All summer students who are under the age of 18 must have a pre-placement medical evaluation in OMS. In addition, summer hires of any age are required to have a pre-placement medical evaluation in OMS, if they work:

- In Building 10 (All areas)
- In areas where NIH patients can be found
- With human body fluids or tissues
- With human pathogens (infectious agents)
- With hazardous chemicals or
- With animals

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

1. Nonhuman primates,
2. Human and nonhuman primate body fluids or tissues,
3. Human and nonhuman primate retroviruses,
4. Select agents,
5. Radioactive isotopes, or
6. 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. The student must complete and return the forms to OMS, before we can contact them to schedule their appointment.

1. *Memorandum to Student Workers*,
2. *Documentation of Immunizations* form, and
3. *Authorization for Treatment of a Minor* form, if the student is under 18 years of age when he/she starts work.

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

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