

# Occupational Medicine



**IOWA STATE UNIVERSITY**

Environmental Health and Safety

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**IOWA STATE UNIVERSITY**  
OF SCIENCE AND TECHNOLOGY**Protecting the Safety, Health, and Environment of the Iowa State Community**

Iowa State University strives to be a model for safety, health, and environmental excellence in teaching, research, extension, and the management of its facilities. In pursuit of this goal, appropriate policies and procedures have been developed and must be followed to ensure the Iowa State community operates in an environment free from recognized hazards. Faculty, staff, and students are responsible for following established policies and are encouraged to adopt practices that ensure safety, protect health, and minimize the institution's impact on the environment.

As an institution of higher learning, Iowa State University

- fosters an understanding of and a responsibility for the environment,
- encourages individuals to be knowledgeable about safety, health and environmental issues that affect their discipline, and
- shares examples of superior safety, health and environmental performance with peer institutions, the State of Iowa and the local community.

As a responsible steward of facilities and the environment, Iowa State University

- strives to provide and maintain safe working environments that minimize the risk of injury or illness to faculty, staff, students, and the public,
- continuously improves operations, with the goal of meeting or exceeding safety, health and environmental regulations, rules, policies, or consensus standards, and
- employs innovative strategies of waste minimization and pollution prevention to reduce the use of toxic substances, promote reuse, and encourage the purchase of renewable, recyclable and recycled materials.

The intent of this statement is to promote environmental stewardship, protect health, and encourage safe work practices within the Iowa State University community. The cooperative efforts of the campus community will ensure that Iowa State University continues to be a great place to live, work, and learn.



Wendy Wintersteen  
President

## **Directory of Service and Emergency Providers**

### **Services**

#### **Environmental Health and Safety**

2408 Wanda Daley Drive | (515) 294-5359

#### **Iowa State University Occupational Medicine Department**

G11 Technical and Administrative Services Facility (TASF), 2408 Pammel Drive | (515) 294-2056

#### **McFarland Clinic PC, Occupational Medicine**

1018 Duff Avenue | (515) 239-4496

#### **Thielen Student Health Center**

2647 Union Drive | (515) 294-5801

### **Emergency**

#### **Emergency - Ambulance, Fire, Police**

911

#### **Department of Public Safety / Iowa State University Police**

Armory, 2519 Osborn Drive | (515) 294-4428

#### **Mary Greeley Medical Center**

1111 Duff Avenue | (515) 239-2011

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## What is the ISU Occupational Medicine Program?

The Iowa State University Occupational Medicine Program is designed to minimize personnel health risks from working with hazardous materials through monitoring and prevention. The program is also intended to enhance the efficiency of existing safety and health programs and keep the university in compliance with all applicable regulations. The Department of Environmental Health and Safety (EH&S) coordinates the participation of Iowa State University personnel in the program.

### How do new personnel become involved in the program?

Participation in the Occupational Medicine Program requires completion of a [Hazard Inventory form](#). The online form must be completed by new employees who are exposed to hazards as part of their assigned job duties and/or current employees who have changes to their exposure to work-related hazards or personnel information. EH&S will use this information to determine the need for enrollment in the ISU Occupational Medicine Program. Individuals and supervisors will receive an email after EH&S has completed the evaluation of the hazards, and can login to see the results. If it is determined that the individual's workplace hazards require medical monitoring or training, the individual will receive a notice from the ISU Occupational Medicine Program with further instructions.



### What happens during baseline and periodic medical reviews?

Employees enrolled in the Occupational Medicine Program will be required to complete a baseline medical review at the Iowa State University Occupational Medicine office (Occ Med), G11 Technical and Administrative Services Facility (TASF), 2408 Pammel Drive, (515) 294-2056. The Occupational Medicine physician will determine what tests and immunizations will be required to prevent occupational disease relating to an employee's exposure. Ongoing medical surveillance will be offered to personnel exposed to hazards covered under Occupational Safety and Health Administration (OSHA) or other applicable regulations. A separation medical review will be offered to Occupational Medicine Program participants when leaving Iowa State University.

### **Baseline medical review**

When an individual is new to the Occupational Medicine Program, a baseline medical review is performed by the ISU Occupational Medicine physician and may include the following:

- review of workplace history and hazard evaluation
- general physical examination
- blood and urine tests
- vision and hearing tests
- pulmonary function test
- immunizations, if necessary
- referral for any special tests if needed, such as chest x-rays or laser eye exams

### **Periodic medical review**

A periodic medical review will ensure that tests and immunizations specific to an individual's workplace hazards are current. If an individual feels there is a need for additional testing or a more extensive physical examination for a work-related problem, he or she should discuss this with the Occupational Medicine physician.

Periodic medical reviews only apply to personnel exposed to hazards covered under OSHA or other applicable regulations. Once the department has submitted a Hazard Inventory form and the individual has had an initial medical review, they will receive notice prior to subsequent reviews.

### **Re-examination for specific issues**

Individuals with existing or developing health concerns may be re-examined or referred to their personal physician, as determined by the Occupational Medicine physician.

### **Specific workplace hazards with special requirements**

Certain jobs have inherent risks requiring more extensive medical review by the Occ Med office. These specialized workplace hazards will receive specific considerations during the medical review. These hazards include, but are not limited to:

- animal caretaker / animal activities (research/teaching)
- biosafety level 3 pathogens
- respirator use

- potential human blood, body fluid or tissue exposure
- potential rabies virus exposure
- high-level noise exposure
- cholinesterase-inhibiting pesticide exposure

### Vaccinations

Personnel with duties that may result in exposure to infectious disease agents must be given the option of receiving a vaccination (if available) and must be informed of the risks associated with the vaccination. The Occ Med office generally administers these vaccinations at no cost to the individual. The individual's department may be assessed a charge for the service.

### What happens if I change jobs or my workplace hazards change?

In a university setting, job requirements often change for various reasons, such as a transfer to a new department or new job duties within the same department. Each department supervisor is responsible for evaluating duty changes and ensuring that personnel complete a [Hazard Inventory form](#) before new job hazards are encountered.

### I am leaving the university. What do I do?

When an individual participating in the ISU Occupational Medicine program leaves the university, a separation medical review will be offered. This examination will typically consist of the same procedures followed in the baseline medical review. The individual's department is responsible for scheduling this appointment.

### What do I do if I am injured, exposed, or become ill while at work?

All personnel seeking treatment for work-related injuries, illnesses, or exposures should notify their supervisors as soon as possible.

### Medical emergencies

In the event of medical emergencies, call 911. If an injury, illness, or exposure is not an emergency but necessitates immediate treatment, seek treatment at McFarland Urgent Care (3815 Stange Road, Ames, IA) or the Mary Greeley Emergency Room (1111 Duff Avenue, Ames, IA). Be prepared to provide any relevant safety information, such as a safety data sheet (SDS). Follow the [First Aid Procedures](#). to assist injured or exposed personnel.

## Exposure Monitoring

As part of the workplace exposure assessment, exposure monitoring may be performed by EH&S to quantify the level of exposure experienced by employees at ISU. Monitoring results are used to determine if medical surveillance of an employee will be required and whether control measures should be implemented to ensure a safe work environment. Each department and laboratory supervisor is responsible for ensuring that any recommended control measures are implemented. EH&S may perform additional monitoring to determine the effectiveness of control measures. EH&S is available to conduct occupational exposure monitoring whenever a possible exposure or potential health hazard is suspected in the work environment.

## Work-Related Injuries, Illnesses, and Exposures

Iowa State University employees exposed or injured while at work or in the course of employment must seek medical attention at the McFarland Clinic PC, Occupational Medicine Department, 1215 Duff Ave, Ames, IA; (515) 239-4496. Supervisors should call the McFarland Clinic Occupational Medicine Department during regular work hours to schedule an appointment for the employee. Any relevant safety information such as an SDS should accompany the employee to the appointment.

### Reporting

All work related injuries, illnesses, or exposures must be reported to the employee's supervisor, even when medical attention is not required or is refused by the employee.

An Incident Report (IR) must be completed by the injured employee and/or the supervisor through the [ISU Incident Portal](#) within 24 hours of the incident. Upon submission of the report, the supervisor will receive an email requesting information relating to the incident as part of the reporting process. The supervisor is asked to reply directly to the email with answers to the questions asked within 24 hours of receiving the email. Questions regarding the form may be forwarded to University Human Resources at (515) 294-3753. Contact EH&S at (515) 294-5359 for guidance and assistance, especially when a serious injury or major loss occurs.

Additional information on [EH&S accidents and injuries page](#).

## Student Accidents and Injuries

Students not employed by ISU who are exposed or injured should seek medical attention at the Thielen Student Health Center, 2647 Union Drive, (515) 294- 5801. All accidents and injuries sustained by ISU students while in academic classes or events sponsored by the university must be reported to Risk Management by the student and a university representative using the [ISU Incident Portal](#).

## Is training available?

Yes. Personnel who work under hazardous conditions or with hazardous substances are required to be informed of the types and levels of hazards to which they are exposed. They must be trained in practices for safe work near chemical, biological, radiological, and physical hazards, and for handling emergency situations. This training and information must be provided when the individual is initially assigned, or prior to assignments involving new workplace hazards. Departments, and ultimately supervisors, are responsible for ensuring that appropriate information and training have been provided to personnel. Information on safety training courses provided by EH&S is available through the [Learn@ISU](#).

Additionally, on-site training and/or consultation is available to assist ISU supervisors and personnel in managing issues related to workers' compensation. Call the [Iowa State Workers' Compensation Office](#) at (515) 294-3753.

**Non-discrimination Statement**

“Iowa State University does not discriminate on the basis of race, color, age, ethnicity, religion, national origin, pregnancy, sexual orientation, gender identity, genetic information, sex, marital status, disability, or status as a U.S. veteran. Inquiries regarding non-discrimination policies may be directed to Office of Equal Opportunity, 3350 Beardshear Hall, 515 Morrill Road, Ames, Iowa 50011, Tel. (515) 294-7612, email [eooffice@iastate.edu](mailto:eooffice@iastate.edu)”