



Interoffice Communication

Occupational Medicine

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Subject: **Topical Appraisal Report 2013: Medical Surveillance Compliance of a Regulated Hazard for Ames Laboratory Employees**

TOPICAL APPRAISAL REPORT

Medical Surveillance Compliance

August 13, 2013

Carol Streit,
Medical Administrator

1.0 Scope:

This topical appraisal was conducted to review the medical surveillance compliance of regulated hazards for Ames Laboratory employees. Medical surveillance examinations are completed on all employees that have regulated hazards due to the requirements of OSHA.

Occupational Medicine uses Occupational Health Management (OHM) electronic medical record (EMR) software to track employee hazards and the requirements for medical surveillance compliance. OHM is a new software program and was implemented in November 2012. Each month reminder letters are sent by e-mail to employees that are due for their required examinations. Employees then schedule their examinations and the results are saved in OHM. The OHM system is able to track employees with specific hazards to verify compliance.

Three hazards were chosen to evaluate medical surveillance compliance. They were noise, respirator user, and asbestos. A report was generated in OHM that listed the supervisor, employee and the regulated hazard. Each employee's EMR was reviewed to see if the required examinations, testing, and asbestos questionnaire were completed.

2.0 Dates:

This review was conducted August 2013.

3.0 Methodology:

This topical appraisal (TP) evaluates the medical surveillance program for effectiveness and evaluates methods for improvement. EMRs of employees in the noise program, respirator program, and the asbestos program were evaluated using the following criteria:

1. Review of the medical surveillance examination date to see if the exam was within the required date to be in compliance.
2. Review of the testing (audiogram and pulmonary function test) date to see if the testing was within the required date to be in compliance.
3. Review to verify that an asbestos questionnaire had been completed on each employee with asbestos as a hazard.

3.1 References:

The following references were consulted for informational purposes and/or to ensure that the current program was in compliance:

29 CFR 1910.95 Occupational Exposure to Noise OSHA Standard
29 CFR 1910.1001 Asbestos in General Industry OSHA Standard
29 CFR 1910.134 Respiratory Protection OSHA Standard

3.2 Program Documentation:

The following program documentation was reviewed:

Iowa State University Industrial Hygiene Plan
The plan is current and effective.

3.3 Training:

Occupational Medicine staff is informally trained on the medical surveillance process. Requirements for each occupational hazard are evaluated and criteria are set that determine the frequency and requirements for each regulated hazard. Occupational Medicine staff meet

regularly with the staff of ISU EH&S and Ames Laboratory ESH&A to discuss hazard requirements. Training appears to be adequate and staff understand their responsibilities.

3.4 Personnel Interviewed:

Dr. Margaret Evans, Occupational Medicine

Julia Sager, ESH&A

Jean Johnson, Occupational Medicine

Rhonda Hill, Human Resources

Lawrence Jones, Supervisor

Although there are some problems with the process of OHM, the actual medical surveillance is being performed on time and effectively. None of those interviewed voice a concern regarding medical surveillance.

4.0 Assessment Results & Discussion:

Three regulated hazards (noise, respirator user, and asbestos) were evaluated for compliance.

A list of Ames Laboratory employees was queried using the COGNOS system and each of the three hazards. The following results were noted:

1) Evaluation of the noise program

- a. There were 32 employees listed as having an active noise hazard. It was determined that 27 of these employees were in compliance by having the required medical examination and audiogram performed. Six of the employees needed further evaluation to determine compliance. Human Resources and a supervisor were called to verify employment of these employees. It was determined that the six people listed on the report were no longer employees of the Ames Laboratory and should not have been included in the noise program. One employee was evaluated by the Industrial Hygienist and found to not be working with noise as a hazard and should be removed from the noise program.

2) Evaluation of the respirator user program

- a. There were 23 employees listed as having an active respirator user hazard. It was determined that 22 of these employees were in compliance by having the required medical examination and pulmonary function test performed. One employee was evaluated by the Industrial Hygienist and found to be not working with this hazard and should be removed from the respirator user program.

3) Evaluation of the asbestos program

- a. There were 12 employees listed as having an active asbestos hazard. It was determined that 11 of these employees were in compliance by having the required medical examination, pulmonary function test performed and asbestos questionnaire completed. One employee was evaluated by the Industrial Hygienist and found to be not working with this hazard and should be removed from the asbestos program.

4.1 Strengths:

The Laboratory has an effective process in place to provide the required medical surveillance examinations for OSHA regulated hazards. Occupational Medicine has a good working relationship with Ames Laboratory ESH&A and ISU EH&S in which to evaluate employees in the medical surveillance program. The OHM software program effectively supports the medical surveillance program.

4.2 Noteworthy Practices:

The Laboratory has developed an effective medical surveillance program to provide required examinations and testing for employees with regulated hazards.

4.3 Findings:

The findings mentioned below are only findings for best management practices for demonstrating/documenting that the Laboratory is doing everything it can to meet the spirit of Executive Order 13423 and DOE Order 450.1A.

Level 1 Findings: None

Level 2 Findings: None

Level 3 Findings: Two

- 1) One employee was found to not have noise, respirator user, and asbestos exposure as hazards and should be removed from the OHM database for each specific hazard. Information Systems was contacted and these employees and the system were updated. Further evaluation of the OHM database will be completed to determine how to best verify that only current employees are listed in OHM. This finding was corrected on the spot.
- 2) Four employees were found to have terminated their employment and should be removed as active employees. Information Systems was contacted and these employees and the system were updated. Further evaluation of the OHM database will be completed to determine how to best verify that only current employees are listed in OHM. This finding was corrected on the spot.

5.0 Overall Conclusions:

The Laboratory has an effective medical surveillance program in place that is evaluated by ESH&A and Occupational Medicine. Overall the Laboratory has a good system in place to evaluate compliance. All personnel interviewed had no complaints, comments, or recommendations.

6.0 Attachments: None