

# Health Review Form Instructions for Volunteers

Welcome to London Health Sciences Centre (LHSC)! As part of your onboarding process, Occupational Health Services requires all volunteers to meet the minimal communicable disease prevention and surveillance standards outlined by London Health Sciences Centre Policies.

**Please review these instructions thoroughly before submitting your form.**

## How to submit the health review form:

**The form can be submitted by 3 methods:**

### 1. Email

[HealthReviews@lhsc.on.ca](mailto:HealthReviews@lhsc.on.ca) (Please send files in PDF format)

### 2. Fax

**Victoria Hospital:** 519-685-8374  
**University Hospital:** 519-663-3476

### 3. Dropbox

**Victoria Hospital Occupational Health Clinic:** E1-50  
**University Hospital Occupational Health Clinic:** B3-107

## When to submit the health form:

New volunteers must submit their Health Review Form to Occupational Health Services (OHS) prior to their start date. They also need proof of vaccinations, tests for immunity, and TB skin test results.

Volunteers can complete outstanding requirements in OHS. To facilitate this process, the following steps are required:

1. Review your current immunization records to determine what is outstanding. Records can be obtained from your primary care provider, public health unit, or education institution.
2. Complete the health review form with all of your existing immunizations.
3. Submit your form to OHS. The OHS nurse will review your form and contact you if there are outstanding requirements.

**Volunteers who have questions about their health review requirements are encouraged to reach out to Occupational Health Services:**

### Victoria Hospital

**Telephone:** 519-685-8500, Extension: 52286

**Email:** [HealthReviews@lhsc.on.ca](mailto:HealthReviews@lhsc.on.ca)

### University Hospital

**Telephone:** 519-685-8500, Extension: 33201

**Email:** [HealthReviews@lhsc.on.ca](mailto:HealthReviews@lhsc.on.ca)

## Section A: Health History

**Provide the following information in the Health History section:**

**Health conditions** that may impact the employee while at work, such as allergies/sensitivities to latex, rubber, environmental allergies/irritants, medications and food; skin breakdown associated with personal protective equipment (PPE); chronic health conditions such as heart or lung disease, diabetes, seizure disorder; or musculoskeletal/MSK disorders.

**Limitations, restrictions or disabilities** that may require an accommodation such as a *visual or hearing impairment, physical impairment, or a learning disability*.

## Section B: Immunization Record

**All LHSC volunteers must provide proof of the following minimum requirements:**

4. 2 step Tuberculosis (TB) skin test
5. 2 Varicella vaccinations or proof of immunity
6. 2 MMR vaccinations or proof of immunity

A physician or nurse practitioner can sign Section B: Immunization Record as attestation that the requirements have been completed.

### 2 Step TB Skin Test

7. A baseline two-step TB skin test is required, **unless the volunteer has had a previous positive skin test.**
8. If a two-step TB skin test was administered over 12 months ago, then proof of an additional one-step TB skin test (annual) administered in the last 12 months is needed as well.
9. **BCG vaccination is not a contraindication to a TB skin test, and does not preclude the requirement for TB skin testing.**
10. An Interferon Gamma Release Assay (IGRA) or QuantiFERON-TB Gold is not a substitute for a TB skin test for occupational health surveillance purposes. These tests are used clinically to rule out false positive results.



### Important information about TB Skin Test administration and reading requirements

11. To be considered valid, a TB skin test must be read 48-72 hours after being planted indicating the level of induration, and be administered and read by a trained health care professional.
12. A TB skin test can be administered on the same day as a live vaccine (measles, mumps, rubella, varicella, or herpes zoster), but otherwise cannot be administered until 4 weeks after
13. A TB Skin Test is considered positive if the level of induration (firm swelling) is  $\geq 10$  mm, or  $> 5$ mm if criteria listed in Section C: TB Questionnaire are applicable\*\*

#### Positive TB skin Test Follow-Up:

14. All new volunteers who have a positive TB skin test (current or in the past) require one Chest X-Ray completed after their positive TB skin test, and must complete Section C: TB Questionnaire. An OHSS Nurse Practitioner will review the questionnaire and will follow up with the volunteer.

#### Measles, Mumps, Rubella (MMR)

15. 2 doses of the MMR vaccine are required on or after the 1st birthday and at least 4 weeks apart, or 2 doses of measles and mumps vaccine plus 1 dose of a rubella vaccine if provided separately, or copy of blood work demonstrating immunity.

#### Varicella (Chicken Pox)

16. 2 doses of varicella vaccine are required given at least 4 weeks apart, or a copy of blood work demonstrating immunity. A self-reported history of chicken pox or shingles is not sufficient to demonstrate immunity.