This Risk Management Memo restates (in part) CSU policy that addresses employee medical monitoring programs and mandatory medical examinations. **Failure to comply with this policy may cause the university to incur unnecessary liability.**

**Policy**
It is the policy of the California State University (CSU) to provide a safe and healthy working environment for all employees. In addition to other methods, employee health and safety is fostered through keeping employees free of exposure to harmful agents. However, the duties and responsibilities of some employees present known potential exposure to certain harmful agents that require medical monitoring programs and mandatory medical examinations. It is the policy of the CSU that medical examinations mandated by federal and state law and regulations be strictly enforced by each campus. Failure or refusal of an employee to undergo required medical testing as determined by campus management shall constitute a failure or refusal to perform the normal and reasonable duties of the position. In such event, appropriate disciplinary action up to and including termination of employment may be initiated.

**Definition**
Medical monitoring is the systematic collection and analysis of health information on employees potentially exposed to harmful agents for the purpose of identifying health effects at an early and potentially reversible stage. Biological monitoring, or the measurement of blood and tissue levels of contaminants or metabolites, is often included as part of a medical monitoring program, even though these tests do not directly measure adverse health effects.

**Employee Exposures Requiring Medical Monitoring**
Campus employees with occupational exposures to **noise, carcinogens, asbestos, vinyl chloride, acrylonitrile, lead, formaldehyde, benzene, pesticides and ethylene oxide as well as employees who dive, wear respirators, work with laboratory animals, or have occupational exposures to human or animal blood** MAY need to be included in a medical monitoring program.

**Procedures**
Appropriate administrators are responsible for identifying individuals may have occupational exposures as indicated above and bringing that information to the attention of the office of Safety and Risk Management. The office of Safety and Risk Management will determine if the employee’s exposure warrants inclusion in the program and advise the employee and the appropriate administrator accordingly. Once an employee has been identified for inclusion in the campus medical monitoring program, Safety and Risk Management will assume responsibility for the scheduling of medical examinations and required record keeping.

**Cost**
The cost of this program is assumed by the university=s budget for physical examinations which is administered by the office of Safety and Risk Management. There is no cost to any department or administrative unit.

**FORMS:** NA