

Respiratory Surveillance by Questionnaire Review

- OSHA regulations require respiratory evaluations for those employees whose work requires them to wear respiratory equipment.
- Kaiser Occupational Health and Safety (OHS) reviews Respiratory Surveillance Questionnaires in sets of about 50 employees at a time.
- Call Gina Madsen, Supervisor, OHS (707) 571-4712 to establish a contract for these services.
- Based on questionnaire responses, employees may need appointments for further medical evaluation. This process includes a physical examination, and potentially a spirometry and/or treadmill test.

Needed From Employer:

- Spreadsheet with complete list of employees—Contact Kim Cavallero, Special Accounts (707) 571-4345 for template.
- Respirator type and weight used by each employee; chemical exposure; expected physical work effort; additional protective clothing and equipment to be worn. (As an alternative, this information can be provided by the employee while filling out the questionnaire.)
- Hand deliver completed questionnaires to OHS.
- If an employee needs a physical examination or additional testing, OHS will contact the employer to schedule the appointment; the employer notifies the employee of their scheduled appointment.
- If employee does not follow-up with phone calls and appointments at Kaiser, employer will be notified; it will then be employer's responsibility to make any further follow-up appointments with OHS.
- Missed appointments will be charged to employer.
- Authorizations for additional testing when requested.

OHS Will Provide to Employer:

- Appointment time slot with expected date of completion (usually 4-5 weeks).
- Master copy of Respiratory Surveillance Questionnaire is available on our [website](#) in [English](#) and [Spanish](#). Employer will make copies for their employees.
- If an employee does not accurately answer all questions, OHS will schedule a telephone appointment (TAV) with employee to obtain the necessary information.
- OHS will provide employer with written Respiratory Surveillance Clearance for each employee and completed Excel spreadsheet.

Directions Employer Gives to Employee:

- These Respiratory Surveillance Questionnaires are required by OSHA. (This is not required by Kaiser or your employer). The purpose is to assure that you are medically safe to wear this equipment and protected from chemical exposures.
- Please note that the first page does not contain medical information and your employer can help provide you with the information to help you complete the questions.
- Write clearly and answer all questions completely.
- **Explain any 'Yes' responses next to the question.** (See "Directions", p. 2)
- Based on your responses, Kaiser may need to evaluate you, and will call to set up an appointment in OHS (Occupational Health and Safety).
- Identify respiratory equipment and reason for usage (chemicals exposed to) on page one. Page 4 asks about physical workload. (Employer is encouraged to make sure employee is able to provide this information as the Respiratory Clearance is dependent upon complete responses).
- Kaiser's Respiratory Hotline phone number is (707) 571-3678. Employee may leave message for Kaiser OHS on this line.