# Pre-Employment Health and Safety Checklist

<table>
<thead>
<tr>
<th>Job Title:</th>
<th>Date:</th>
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<tbody>
<tr>
<td>Department:</td>
<td>Supervisor’s Phone #:</td>
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<tr>
<td>Supervisor’s Name:</td>
<td>Supervisor’s Signature:</td>
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</tbody>
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This checklist is intended to determine and document what medical testing is required for an employee (classified by job title) during a post-offer, pre-employment physical. The Supervisor’s signature will certify that the information listed below is accurate. **Forward the completed form along with all other hiring documents to the Department of Human Resources. 234 Corbett Hall / Fax #: 581-1615**

### Will the employee be required to:

1. lift heavy objects?  
2. repetitively lift objects during a single work shift?  
3. stand for extended periods of time during their work-shift?  
4. repetitively perform a specific movement or group of movements during a single work shift?  
5. frequently reach for items above shoulder height or excessive distances?  
6. frequently use vibrating tools or equipment?

For each question (#1 - #6) you check “Yes”, please describe the task(s) the employee will be required to perform.

### Will the employee be:

7. working with asbestos containing materials?  
8. required to mix, apply, or use Organophosphate or Carbamate Pesticides?  
9. working with or exposed to Class 3b or Class 4 Lasers?  
10. performing a task that would require the use of respiratory protection (i.e. dust mask, ½ mask, etc…)?  
11. operating a vehicle with the Gross Vehicle Weight Rating (GVWR) in excess of 10,000 lbs?

Will the employee be or could potentially be exposed to:

12. loud noises?  
13. human blood or other potentially infectious materials?  
14. other infectious agents or toxins? (list below)  
15. animals? (list below)

For each question (#7- #15) you checked “Yes”, please describe the task(s) the employee will be required to perform.

If the “Yes” box is checked for questions #15 - #18, HR should forward this checklist to SEM to determine exposure monitoring.

16. Will the employee be or could potentially be exposed to metal particulates or fumes?

### Yes  
- Lead  
- Cadmium  
- Inorganic Arsenic  
- Chromium  
- Tin  
- Copper  
- Silver  
- Mercury  
- Gold  
- Nickel  
- Magnesium  
- Zinc  
- Other

17. Will the employee be working with any of the following hazardous materials?

### Yes  
- 4-Nitrophenyl  
- methyl chloromethyl ether  
- Benzidine  
- 3,3'-Dichlorobenzidine (and its salts)

18. Will the employee be working with any of the following chemicals?

### Yes  
- Vinyl Chloride  
- Benzene  
- Acrylonitrile  
- Methylene Chloride  
- Ethylene Oxide  
- Formaldehyde  
- Methyleneedianiline  
- 1,3-Butadiene

19. Describe any other pre-employment physical concerns you may have?