

New Employee Health Assessment (NEHA) Form

Refer to the Welcome Letter email received from Human Resources to complete the top portion of this form. To obtain your MRN, call Patient Registration at 734-936-4990 or toll free 866-452-9896.

All sections of this form must be completed before Occupational Health Services can review your immunizations.

First Name	Middle Initial	Last Name	
Medical Record Number (MRN)	Gender	Date of Birth	
Job Title		Start Date	
Department	Uniquname	UMID #	
1. Does your job include any direct patient care?		Yes	No
2. Could you have contact with any blood or bodily fluids while performing your job duties?		Yes	No
3. Does your job require a respiratory fit test (N-95 or PAPR)? If unknown, verify with your supervisor.		Yes	No
4. Will you be working in food service or handling food?		Yes	No

The following immunizations are required by Michigan Medicine Policy 04-06-002 for all employees. Obtain your immunization record by contacting your Primary Care Provider. If you are a Michigan Resident, visit the Michigan Care Improvement Registry website at <https://mcir.org/public/> to download a copy of your immunization records.

- **Varicella** (Chicken pox): documentation of 2 doses of the vaccine or lab proof of immunity.
- **Mumps, Measles & Rubella** (MMR): documentation of 2 doses of the vaccine or lab proof of immunity.
- **Pertussis**: documentation of Tdap vaccine (Td will not meet the requirement).
- **Hepatitis B**: documentation of vaccine series (3 doses) and lab proof of immunity.
- **Influenza vaccine**: must be administered on or after August 1st of the current flu season.
- **Covid-19**: employees must submit Covid-19 immunization records through [Wolverine Access](#) using the corresponding tiles for the primary and booster series prior to start date.
- **Baseline Tuberculosis**: All new employees are required to have a baseline TB test. OHS staff will provide further instructions regarding where to obtain a TB test once your immunization records are processed.

Authorization and Consent for MCIR Immunization Record Review

All Michigan Medicine (MM) employees are required to follow the MM Infection Control Practices Policy (04-06-002), MM Mandatory Influenza Vaccination Policy (04-06-030) and the MM Mandatory COVID-19 Vaccination Policy. These policies require employees to submit proof of immunity and vaccination to Occupational Health Services (OHS) by the defined time period outlined in each policy. OHS maintains verification of the vaccination and immunization records in the OHS employee record, Health Rx, in order to validate compliance. Employees may contact their primary care physician to obtain proof of documentation, access the public MCIR site to obtain their vaccination records (applies to only Michigan residents), or provide OHS authorization to access employees MCIR account to obtain immunization records.

By checking this box, I authorize OHS to access my immunization record history in the Michigan Care Improvement Registry (MCIR) to confirm completion of the Michigan Medicine required vaccinations and immunizations per policy. Please provide a maiden name if applicable:

Complete this form entirely and locate your previous immunization records. Then, send one email with this form and your immunization records attached to MM-OHS-NEHA@med.umich.edu. Include your Michigan Medicine Medical Record Number (MRN) on each record.

If you have additional questions, visit the [Occupational Health Services](#) website.