Michigan Medicine workforce candidates are required to complete the Occupational Health Services (OHS) Pre-Placement Health Assessment as a condition of employment per Michigan Medicine Policy 04-06-002

What Applicants Should Expect:

- Applicants will receive an email from noreply@umich.edu with subject: Michigan Medicine Onboarding - Enterprise Health Portal Activation
- Carefully, follow the instruction in this email to activate your portal.
- Be sure to maintain record of the username and password that you create.
- If you do not receive this portal activation email with 1-2 days of receiving your contingent offer letter:
  - Check your junk/spam folders for the email.
  - Contact OHS at 734-764-8021, state that you are an applicant and did not receive the Enterprise Health Portal Activation email.
After activating the portal, you will receive a second email with the subject: Confirmation of Registration confirming the username you created. Be sure to maintain safe record of this username and password as you will need it for future logins.
Occupational Health Services
Pre-Placement Health Assessment

Complete Pre-placement Requirements in your Enterprise Health Portal

Step 1:
From your Enterprise Health portal homepage, click on the white bell to see action items to be completed.

Step 2:
Carefully read and complete the two questionnaires and schedule a Pre-Placement Health Assessment appointment.

Be sure to complete these activities and schedule an appointment as soon as possible to prevent delay in hiring and onboarding!
More Information

- The Occupational Health Services website provides a lot of valuable information for applicants including a list of *Frequently Asked Questions* including:
  - What to expect during the pre-placement visit.
  - How to obtain your historical immunization record.
  - How to schedule, reschedule or cancel an appointment.
  - What to do if you cannot come onsite for the appointment.
  - What to do if you are experiencing technical difficulties.
  - and more!

- Please take the time to review this material so that you will be prepared and know what to expect throughout the process.

- **Do not delay completing these activities, schedule your appointment today!**

- If you have further questions after reviewing the information above, contact OHS by email occupational-health@med.umich.edu or phone 734-764-8021.