



# OAKLAND COUNTY SHERIFF'S OFFICE TRAINING BULLETIN

4/30/2024

## **Updated - Respirator Medical Questionnaire & Fit Testing**

MIOSHA mandates respirator fit testing be done on a yearly basis. Oakland County Risk Management coordinates that program. Oakland County Sheriff's Office is set to begin testing for 2024. As part of the law, MIOSHA requires that a Respirator Medical Questionnaire be completed to ensure that testing is safe for employees.

Based on feedback from Oakland County Corporate Counsel, MIOSHA, and Oakland County Risk Management, all Sheriff's Office personnel **are required** to complete the Respirator Medical Questionnaire and Authorization Form and participate in the annual Fit Testing Program.

**There are no exceptions to this standard.** This includes employees with facial hair. Oakland County Rules and Regulations indicate that respirators shall not be worn when facial hair comes between the sealing surface of the face piece and the face, or that interferes with valve function. Members electing to maintain a beard will shave the portion of their face that meets the respirator seal when mobilized or any time the use of a respirator is likely.

**You are mandated to participate in the Fit Testing Program and cannot opt out. Failure to complete any of these requirements will lead to disciplinary action. This includes failure to maintain facial hair in accordance with OCSO Rules and Regulations.**

The Respirator Medical Questionnaires, once complete, should be emailed directly to Ascension at [amesrochester@ascension.org](mailto:amesrochester@ascension.org). The Sheriff's Office will not review or retain copies of the questionnaires. Questions regarding the fit testing process can be submitted to [riskmgmt@oakgov.com](mailto:riskmgmt@oakgov.com).

**Employees are required to immediately complete the required forms and submit them to Ascension.**

**If you complete the forms in 2023, and they have been verified, you will not need to submit forms in 2024 and are clear to take the mandated fit test, unless you have had a change in work environment or a significant change in your health**

**DO NOT send completed forms to OCSO Administration or ERP.** Commanders and ERP will coordinate and ensure compliance.

Please note that once the employee e-mails this packet to the address above, Ascension will send back a "Medical Status Report Form" to Oakland County Risk Management. This is a single form that will have the employee's name, date of birth, and either a "pass" or "fail" checked in the Respirator Clearance box. No questionnaire with sensitive medical information will be sent to Risk Management.

Should medical professionals require follow-up to the questionnaire, Oakland County Risk Management will coordinate directly with the employees.

FIT Testing is a mandated event. Employees who refuse to comply with the Sheriff's Office Respirator Fit Testing Policy are subject to disciplinary action.

The County will permit employees to obtain fit-testing clearances from their private physicians instead of Ascension to address concerns of medical privacy.

Employees must use the attached OSHA Respirator Medical Evaluation Questionnaire for Private Physicians and then submit the Respirator Fit Testing Medical Status Report Form – Private Physician to Risk Management at [riskmgmt@oakgov.com](mailto:riskmgmt@oakgov.com) or at the Risk Management office in the EOB.

If an employee opts to use their private physician for a respirator fit-testing clearance, the following shall apply:

- 1) Only the forms provided will be accepted (no other physician note will suffice).
- 2) The physician must personally sign the clearance form (no stamps or auto-signatures permitted).
- 3) Risk Management must be able to verify the physician clearance and may reject forms for good cause (e.g., incomplete form, inability to verify the form).
- 4) The employee shall bear the cost of all time and expense for this process. The County shall not pay for or reimburse employees for the private physician visit; the employee must use their own time or personal leave for this process.
- 5) Risk Management shall retain the *Medical Status Report Form* per Michigan law. NOTE: The questionnaire itself should **not** be remitted to Risk Management or the County, it is to be remitted to the examining physician only.
- 6) It is the employee's responsibility to ensure timely remittance of the medical clearance so as not to disrupt the respirator fit-testing schedule or program.