

Welcome to Norton Healthcare!

Please disregard these instructions if you already have scheduled or have been to your appointment with Employee Health.

We are excited you have chosen to join the Norton Healthcare family! Employee Health is here to help keep you, your family and your patients healthy. To make your onboarding smoother, we are providing you with information about Norton Healthcare's employee health requirements.

All employees, volunteers and observers must meet certain requirements to work at Norton Healthcare. These requirements are designed for your protection, as well as, the health and safety of our patients.

All new-hire health requirements must be completed before attending your first day of new employee orientation. This includes receiving a COVID-19 vaccine. Verification that you have met all new-hire health requirements must be provided at your Employee Health new-hire appointment. If you have not contacted Employee Health and/or have not met all new hire health requirements, you will need to make an appointment as soon as possible.

Please call one of the locations listed below to schedule your "New Hire" appointment. **Remember to bring your immunization records with you to the appointment.**

Tuberculosis (TB) testing: Norton Healthcare is required by the Commonwealth of Kentucky to have proof of tuberculosis (TB) testing for all new employees, volunteers and observers, including a TB risk assessment. Testing will be completed at your Employee Health new-hire appointment, prior to orientation. The risk assessment is a questionnaire that must be completed annually for all employees.

- A Quantiferon TB Gold Plus (blood draw) will be completed for testing or you can meet the requirement by completing one of following:
 - If you have had a TB blood test within the past two months, bring the documentation to your facility's Employee Health office.
 - If you have a history of a positive TB test, bring **all** documentation to your facility's Employee Health office for evaluation. This includes chest X-rays, INH (isoniazid) medication therapy and any other documentation.

Immunizations:

Please bring your immunization records with you to the appointment. If you have difficulty locating these records, refer to [this resource](#) provided by the Centers for Disease Control and Prevention. If you cannot locate your immunization records, check with your primary care provider for vaccines or titer checks (a blood test to determine immunity). NOTE: Only medical exemptions are accepted in regards to vaccines, including the influenza vaccine.

All new employees must provide proof of immunity to the following diseases:

- **Measles, mumps and rubella (MMR)**
 - Proof of having received two vaccines, one after your first birthday **or**
 - Proof of positive titers (blood draws) for all three diseases
- **Varicella (chickenpox)**
 - Proof of having received two vaccines **or**
 - Proof of a positive titer (blood draw) **or**

- Written documentation by a physician that you have had the disease
- **Tetanus, diphtheria, pertussis (TDaP)**
 - Proof of having received the vaccine (The TD vaccine **does not** meet this requirement.)
- **Influenza (flu)** This is an annual requirement.
 - Receive the vaccine at an Employee Health office **or**
 - Provide proof of having received the vaccine elsewhere during the current flu season (September to May)
- **COVID-19 vaccine**
 - Receive the vaccine at an Employee Health office **or**
 - Provide proof of having received the vaccine elsewhere

Optional vaccines:

- **Hepatitis B:** This vaccine series is strongly encouraged if there is potential to be exposed to blood or body fluids. If you have received the vaccine, please provide:
 - Proof of having received three vaccines **or**
 - Proof of a positive titer

There are things you can do to minimize risk and promote patient safety at our facilities, including:

Wash your hands!

- Before and after contact with a patient
- After contact with a patient's surroundings
- Before and after wearing gloves
- Before and after going to the bathroom
- Before you eat or drink

Employee Health locations: Employee Health offices are open Monday through Friday, 7 a.m. to 3:30 p.m., excluding holidays.

Norton Audubon Hospital
 Lower Level 1
 (502) 636-7342
 Fax: (502) 636-7462

Norton Women's & Children Hospital
 Ground floor by the cafeteria
 (502) 894-1320
 Fax: (502) 899-6993

Norton Brownsboro Hospital
 Ground level, Room 904A
 (502) 446-8610
 Fax: (502) 446-8625

This office is open Monday through Friday, 7 a.m. to 5:30 p.m., excluding holidays.

Norton Healthcare Pavilion
 First floor, Suite 104
 (502) 629-8108
 Fax: (502) 629-8118