

Welcome to Norton Healthcare!

Please disregard these instructions if you have already 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. Please be aware that receiving the COVID-19 vaccine is a condition of employment. You must verify that you have satisfied all new-hire health requirements 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).

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

Requests for Exemptions or Deferrals as Accommodations

To assist any new-hire who is disabled, has a qualifying medical condition that contraindicates the vaccination, or who objects to being vaccinated on the basis of sincerely held religious beliefs and practices, Norton Healthcare will engage in an interactive process to determine if a reasonable accommodation (e.g. an exemption or a deferral) can be provided so long as it does not create an undue hardship for Norton Healthcare and/or does not pose a direct threat to the health or safety of others in the workplace and/or to the employee.

To request an accommodation for one of the above reasons, please notify Employee Health at your appointment. Once Norton Healthcare is aware of the need for an accommodation, the organization will engage in an interactive process to identify possible accommodations.

There are measures you can take to minimize health risks 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, 7am-3:30pm, 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, 7am-5:30 pm, excluding holidays.

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

This office is open Monday through Friday, 8am- 4:00pm, excluding holidays

Norton Healthcare Breckenridge Lane Location
1001 Breckenridge Lane
Louisville KY 40207

Phone: Please call any of the other Employee Health locations to be scheduled.