

---

---

# FSIS DIRECTIVE

---

---

4792.2  
REVISION 1

7/14/87

## FEDERAL EMPLOYEES OCCUPATIONAL HEALTH SERVICES

### I. PURPOSE

This directive describes occupational health services in FSIS.

### II. CANCELLATION

Cancels FSQS Directive 4792.2, dated 10/2/80.

### III. REASON FOR REISSUANCE

This directive is reissued to update organizational references.

### IV. FORMS AND ABBREVIATIONS

The following will appear in their shortened form in this directive:

POB Personnel Operations Branch, Personnel Division

### V. SCOPE OF HEALTH SERVICES

Public Law 79-658 authorizes Agencies to provide:

A. Emergency diagnosis and initial treatment for injuries or illness (whether work-connected or not) when such diagnosis and treatment:

1. Become necessary during working hours.

2. Are within the competence and resources of the local health unit. Otherwise, the health unit or the supervisor will arrange for conveyance of the employee to a nearby physician or community medical facility.

B. Preemployment examinations when such examinations are within the resources of the local health unit.

---

**DISTRIBUTION:** All Offices

**OPI:** PD - Program Evaluation and  
Safety Branch

C. Administration, at the discretion of the responsible health unit physician, of treatments and medication when either:

1. Furnished by the employee and prescribed in writing by employee's physician as reasonably necessary to maintain the employee at work.

2. Prescribed by a physician providing medical care in work-connected injury or illness under the Federal Employees' Compensation Act.

D. Preventive services to the extent that funds and resources are available, such as:

1. Health maintenance examinations.
2. Health education program.
3. Specific disease-screening examinations and immunizations.

E. Referrals to private physicians, dentists, and other community health resources.

## VI. USE OF HEALTH UNIT FACILITIES

A. **Coverage.** Health unit facilities are available to full-time and part-time employees. In locations where there are Government health units, coverage should be limited to employees who either:

1. Report to the location.
2. Work near enough to be able to avail themselves conveniently of its services.

B. **Work-Related Injury or Illness.** The health unit will provide:

1. Emergency treatment.
2. Referral to an appropriate source of treatment, including employee's own physician. If an employee defers medical treatment until the day after the injury, the immediate supervisor must decide whether or not to authorize medical treatment.

C. **Injury or Illness Not Incurred in the Performance of Duty.** Emergency treatment will be given by the health unit and the employee will be instructed to consult a private physician.

D. **Time Allowed in the Health Unit.** Employees may remain in the health unit for 1 hour on excused time. If the employee is unable to return to work after 1-hour, the supervising nurse (or appropriate official, if there is no nurse) will send the employee home and notify the employee's office. A report of time spent in the health unit by an employee may be furnished by the health unit to those in proper authority. (The 1 hour excused absence does not apply when employee is required, under a physician's orders, to rest a certain period each day. This rest period is charged to sick leave, annual leave, or leave without pay, whichever the employee requests.)

**VII. INFORMATION ABOUT AN EMPLOYEE'S HEALTH**

Information about an employee's health cannot be released by the health unit except as follows:

- A. In cases of work-connected injuries or illnesses.
- B. When an employee authorizes the health unit to send such information to a personal physician or medical facility.

**VIII. RESPONSIBILITIES**

- A. **POB will:**
  - 1. Guide and advise supervisors on health services.
  - 2. Designate one representative at the health services site.
  - 3. Serve as the central payment point for bills.
- B. **Health services contact representatives will:**
  - 1. Consult with the sponsor of the local health services.
  - 2. Notify participating offices of the availability of health services locally.
- C. **Program officials will:**
  - 1. Refer to POB any feasibility inquiries or invitations to participate in local health services.
  - 2. Inform employees of the availability of local health services.
  - 3. Encourage full and proper use of such services.
  - 4. Inform the health services contact representative if the office moves or changes in office strength necessitate changes in the agreement. (See paragraph IX.)

**IX. METHODS OF OBTAINING HEALTH SERVICES**

FSIS is authorized to:

- A. Use professional staff and facilities currently in existence in agencies whose mission or support activities include a medical facility (e.g., Veterans' Administration hospitals, Public Health Service hospitals).

