

UNIVERSITY OF MARYLAND MEDICAL CENTER POLICY AND PROCEDURE MANUAL	PAGE: 1 of 2	PROCEDURE NO: GMS-K
	EFFECTIVE DATE: 7/1/06; revised 3/24/22	
SUBJECT: EMPLOYEE HEALTH SERVICE PRE-PLACEMENT/POST OFFER ASSESSMENT		
APPROVALS: Graduate Medical Education Committee Approval: 5/31/07; 3/24/22		

1. Purpose

Residents/Fellows at the University of Maryland Medical Center (UMMC) are required to complete a pre-placement health evaluation before beginning employment. The pre-placement evaluation ensures a candidate has the general health required and the specific physical/mental ability to perform the essential duties of the resident/fellow. In keeping with the UMMC commitment to maintaining a drug free workplace and to reducing safety risks to co-workers and patients, candidates will be required to undergo a urine drug test. All permanent, pre-existing physical or mental baseline limitations will be documented during the time of the pre-Placement health evaluation.

2. Scope

This policy applies to residents and fellows at the University of Maryland Medical Center (UMMC).

3. Responsibility

Each Program Director is responsible for ensuring that a pre-placement health assessment is scheduled for each new resident or fellow in accordance with the provisions of this policy and procedure.

4. Procedure

4.1 Scheduling of the evaluation

After a candidate has accepted the offer, he/she will be scheduled for a pre-placement health assessment to be performed in the Employee Health Service (EHS) office or the components of the evaluation may be performed remotely. This health assessment will be completed before a candidate is to begin employment.

The program director or designee coordinates the scheduling of the health assessment and explains to the candidate that employment is contingent upon successful completion of this assessment. The program director or designee provides instructions regarding how to schedule an appointment or the

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employee coordinates completing and submitting the components of the health evaluation remotely with EHS staff.

At the time of the health assessment, the resident/fellow is responsible for reporting any physical and/or mental condition(s) and can at that time request an Accommodation (see HR policy Equal Employment Opportunity/Fair Treatment/Accommodation of Disabilities). The determination of whether an accommodation can be made in order to allow the individual to perform the essential functions of the position is the responsibility of the Human Resources Business Partner (HRBP) in collaboration with the program director. Each program director and/or designee is responsible for ensuring the resident/fellow has been medically cleared for employment before the start date.

4.2 Content of the Pre-placement Health Evaluation

For Content of the Health Assessment, Testing for Drugs, Health Assessment results, Referral to be Tested, refer to UMMC Policy and Procedure Manual Pre-placement Health Assessment, 4.2, 4.3, 4.4 and 4.5.

4.3 COVID-19 Vaccination

COVID19 vaccination or approved exemption is a requirement for employment. See COVID-19 Mandatory Vaccination Policy (PolicyStat ID: 11116260)