



New Employee Health Requirements

PHYSICAL EXAMINATION

Head Start Performance Standards require that all new employees receive an initial health examination. Once a candidate has been approved for hire, they should receive with their Hire Packet from OESD Human Resources Department:

Staff Health Appraisal Guidance – includes necessary steps in obtaining a current physical exam

When completed, the form should be returned to the supervisor. It is placed in the confidential personnel file

TUBERCULOSIS (TB)

Head Start Performance Standards required that all new employees have record of an up to date (within 1 year) Tuberculosis screening or must obtain a screening prior to first day of employment. The program must assure that staff members do not, due to communicable diseases, pose a significant risk to the health or safety of others that cannot be eliminated or reduced by reasonable accommodation. An alternate location for obtaining a Tuberculosis Test is the Kitsap Public Health District.

FOOD HANDLERS CARD

Food Handlers card are a requirement of all Early Learning Department staff. An additional form that is included in the New Hire Packet provides guidance on how to obtain a food handlers card. The cost associated with obtaining a food handlers card will be reimbursed upon hire.

www.foodworkercard.wa.gov

CPR FIRST AID – INFANT AND ADULT

A new employee must obtain their CPR/First Aid within 90 days of hire. Staff will be scheduled into classes that are scheduled as part of a department course rotation or may choose to register for a course offering in the community with approval by direct supervisor (which can be reimbursed by the Early Learning Department).