

Conducting an Employee Respiratory Protection Evaluation Process: The process by which an employee is medically cleared to wear a respirator

No.	Activity/Decision Point Name	Description	Regulations and Supporting Resources	Documents and Forms	Systems	Notes
1	Perform Respiratory Hazard Evaluation	Industrial Hygiene (IH) Technician or Industrial Hygienist (IH) performs a Respiratory Hazard Evaluation to determine if an employee(s) needs to be placed in the Respiratory Protection Program	DA PAM 40-503			IH Technician/IH also identifies respiratory hazards and recommends administrative/engineering controls to reduce the number of employees in the Respiratory Protection Program (RPP).
2	Review Respiratory Protection Evaluation	Occupational Health Nurse (OHN)/Occupational Health Program Manager (OHPM) reviews the Respiratory Hazard Evaluation performed by the IH Technician or IH to determine which employee(s) needs to be placed in the Respiratory Protection Program.				
3	File IH Hazard findings and recommendations	OHN/OHPM files the original copy of the IH Hazard findings and recommendations and the individual shop files a copy of the IH Hazard findings and recommendations.	DA PAM 40-503			
4	Determine if employee needs to be tested for a respirator?	<p>OHN/OHPM determines which employee needs to be tested for a respirator based on the Respiratory Protection Evaluation conducted by the IH Technician/IH.</p> <p>If there is a need for the employee to be tested for a respirator, go to step 5.</p> <p>If there is no need for the employee to be tested for a respirator, this process ends.</p>	AR 11-34			

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5	Develop Respiratory Protection Standard Operating Procedure (SOP)	OHN/OHPM, IH Technician/IH, and Safety Personnel collaborate to develop a Respiratory Protection Standard Operating Procedure (SOP) IAW current Occupational Safety and Health Administration (OSHA) Regulations.	OSHA Statute 29 CFR 1910.134			
6	Schedule appointment for employee with local OH Physician	OHN/OHPM schedules an appointment for the employee with a local OH Physician to perform the Respirator Medical Clearance.	OSHA Statute 29 CFR 1910.134			
7	Perform and review Respirator Medical Clearance	Occupational Health (OH) Physician performs and reviews the Respirator Medical Clearance to determine if the employee can or can't wear a respirator. The Respirator Medical Clearance may include the Standard OSHA Respirator Questionnaire and Spirometry Test.	DoD 6055.05M	OSHA Statute 29 CFR 1910.134, Appendix C		The Standard OSHA Respirator Questionnaire must be performed at least once.
8	Is the employee cleared to wear a respirator?	<p>The OH Physician performs the Respirator Medical Clearance examination and determines if the employee can or can't wear a respirator.</p> <p>If the employee is not cleared to wear a respirator, go to step 9.</p> <p>If the employee is cleared to wear a respirator, go to step 11.</p>				
9	Refer to personal medical doctor (PMD) for treatment	Employees who are not cleared to wear a respirator are referred to their PMD for further treatment and evaluation by the OH Physician.				If the employee is not clearable then they may be referred to HR.

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10	Document and/or file Occupational Health Physician Exam results	<p>OHN/OHPM annotates or files medical documents provided by the PMD in the Civilian Medical Record as well as provide a copy of results to Military Medical Records room.</p> <p>After documenting/filing Occupational Health Physician Exam results, go to step 6.</p>				The Military Record goes to the State Surgeon and the Civilian Record goes to the OHN.
11	Document and/or file Occupational Health Physician Exam results	If the employee is cleared to wear a respirator, the OHN/OHPM annotates or files the Occupational Health Physician Exam results in the Civilian Medical Record as well as provide a copy of results to Military Medical Records room.				The Military Record goes to the State Surgeon and the Civilian Record goes to the OHN.
12	Has the employee undergone a previous spirometry?	<p>OHN/OHPM determines if the employee has received a previous spirometry.</p> <p>If it was determined that there was a spirometry performed in the previous year or there is a baseline, go to step 13.</p> <p>If it was determined that there was no spirometry performed in the previous year or no baseline, go to step 16.</p>				

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13	Determine if the change in lung function exceeds recommendations?	<p>OHN/OHPM calculates the lung function change from previous year to determine if there is a 5% loss from the previous year or if there is a 10% loss from baseline.</p> <p>If it was determined that if there is a 5% loss from the previous year or if there is a 10% loss from baseline, go to step 14.</p> <p>If it was determined that if there is no 5% loss from the previous year or if there is no 10% loss from baseline, go to step 16.</p>	TB MED 509			An annual percentage decline in FEV1 or FVC of greater than 10% should be regarded as potentially abnormal. Similarly, an annual decrease in (FEV1/FVC)% greater than 5 percent should also be considered potentially abnormal.
14	Schedule evaluation appointment for employee with local OH Physician	If it was determined that there was a significant loss in lung function, the OHN/OHPM schedules a reevaluation appointment for the employee with a local OH Physician to determine if the loss is work related or not.	OSHA Statute 29 CFR 1910.134			If the loss is work related, remediate cause (reduce hazard, ensure employee is wearing respirator correctly, etc.) and have employee file a workers compensation claim.
15	Determine cause and recommend follow up actions	OH Physician determines the primary reasons for lung function loss and recommends corrective actions.				If the loss is work related, remediate cause (reduce hazard, ensure employee is wearing respirator correctly, etc.) and have employee file a workers compensation claim.
16	Select appropriate respirator	OHN/OHPM selects the appropriate respirator based on work hazards present.	OSHA Statute 29 CFR 1910.134			Based on present work hazards, the employee is provided with a variety of respirators to protect against type of exposure (e.g., asbestos) and level of exposure (e.g., measurement of chemical hazard).

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17	Conduct fit testing	OHN/OHPM ensures that fit testing occurs at least annually for all employees that wear a tight fitting respirator.	OSHA Statute 29 CFR 1910.134			There may be other reasons to conduct fit testing more frequently (i.e. weight gain/loss, respiratory complaints). Employees may not wear a respirator for which they cannot pass a fit test.
18	Review, forward, and file fit test results	OHN/OHPM reviews the fit test results and forwards the results to shop POC for Respiratory Protection Program. Also, the OHN/OHPM maintains the original fit test in the Civilian Medical Record.	OSHA Statute 29 CFR 1910.134			OSHA has a standard indicating the type of respirator for hazard type.
19	Update database	OHN/OHPM updates the Medical Surveillance Database with spirometry results and mask brand/size.				
20	Provide annual training and education	OHN/OHPM, IH Technician/IH, and Safety Personnel collaborate to provide annual training and education for use of protective equipment.	OSHA Statute 29 CFR 1910.134			