



Spartanburg Regional
Healthcare System

Corporate Health

Corporate Health Customer Guide

Keeping team members safe, healthy and on the job

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ABOUT US

Spartanburg Regional Healthcare System's Corporate Health programs are designed to meet the healthcare needs of business and industry in the Upstate. Since 1994 our Corporate Health team has built its experience and suite of services in occupational health, industrial rehabilitation, wellness and prevention programs. Offering cost effective healthcare solutions with the common goal of keeping team members safe, healthy, and on the job has resulted in excellent outcomes and strong partnerships with businesses throughout the Upstate.

Our providers and clinicians are experts in the field of employer healthcare solutions. Our team offers an array of services, both in our offices and at the job site, including health interventions, on-the-job injury treatment, physical rehabilitation, post-offer physicals and screenings, drug screenings, primary care and occupational on-site clinics, as well as proactive approaches for prevention.

Corporate Health Mission

To provide excellence in accessible, affordable services, quality outcomes, and healthcare strategies to the employer community through a comprehensive team approach.

Corporate Health Vision

Be the trusted health care system providing innovative and customized solutions to meet employer health and safety needs for an optimal workforce.



Spartanburg Regional
Healthcare System

Corporate Health

TEAM OF EXPERTS

Corporate Health Summary

Since 1994, Spartanburg Regional Healthcare System's Corporate Health service is the premier provider of innovative, employer-centric health services in the Upstate community. Our solutions are both comprehensive and custom-tailored to meet the unique and individual needs of businesses of all sizes and from all sectors. From onsite occupational medicine and work injury medical care to primary care, and from at-the-job site injury prevention to a variety of post-offer screenings, our team of experts generate reproducible results while providing affordable and accessible services to the Upstate employer community.



Michelle Neeper, CMPE, CBCS, CCMA

Senior Practice Manager

As a certified medical practice executive, Michelle oversees our two office Team Leads and all administrative and billing activities for our two free standing occupational health clinics, employers' on-site clinics, as well as health and wellness services. Michelle's extensive experience in healthcare and certification as a Lean Six Sigma Green Belt solidifies her ability to manage within our multi-physician and cross functional division.

Occupational Medicine

Corporate Health's philosophy is to develop corporate-clinical relationships to optimize the quality of the employer's team members in a cost-effective environment. Corporate health is anchored by Board Certified Occupational Medicine physicians who have devised an evidence-based approach to managing work-related injuries. Closely managing injuries and communicating with our client companies is crucial to obtaining the best outcome for the patient.

Not only is our Corporate Health team the service provider for many regional businesses, it is also the in-house provider for our hospital system; Spartanburg Regional Health System, which is recognized as the "industry standard" in occupational medicine in South Carolina, ranking "best in class" in numerous areas as reported by the Palmetto Hospital Trust (PHT) Risk Management Services. We provide the same best practice approach at all our Corporate Health locations, including at-the-job site clinics, to generate successful outcomes for employers' team members.



Sajidkhan Pathan, MD, MPH

Medical Director

Dr. Pathan is a board-certified occupational health physician. He completed his occupational/preventive medicine residency in 2012 at Meharry Medical College in Nashville, TN. He last served as the Medical Director of Occupational

Health at Aurora Health Care's Sheboygan Clinic in Wisconsin. Dr. Pathan enjoys collaborating with customers and presenting educational programs to employers and their teams on health and safety.



Trena Williams, RN, BSN, COHN

Director of Occupational Health

Trena began her nursing career in 1989. She began working on-site with business and industry as a certified occupational health nurse in 2003 and has extensive experience providing occupational health services in manufacturing facilities. She currently provides operational and strategic oversight to the occupational health offices and on-site medical clinics supported by this division.



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TEAM OF EXPERTS

Corporate Health offers a variety of on-site clinic models in each of our three disciplines utilizing Nurse Practitioners or Registered Nurses that specialize in Family Medicine and Occupational Medicine, as well as Physical Therapists that specialize in injury prevention. Corporate Health also works in collaboration with Spartanburg Regional Healthcare System's (SRHS) employed physician group, Medical Group of the Carolinas (MGC). All our on-site clinics allow for:

- Improved access and convenience to care
- Proven success in patient compliance and outcomes
- Long-term savings for businesses

Health and Wellness

As an experienced provider of comprehensive wellness services including biometric screenings, our team collaborates with industry in the development and coordination of worksite health and wellness programs. Our team, comprised of health and wellness specialists, nurses and registered dietitians partner with your organization to analyze and design customized services to meet your needs. Establishing customized education programs, health challenges, health coaching, and maintaining program visibility are all part of the management of our health and wellness programs. We provide care for team members of our local businesses by meeting them wherever they are on the spectrum of health, and allowing for the successful integration of services in the workplace.



April Huttunen, BS, CEAS

Director of Onsite Services

An exercise physiologist and certified ergonomic assessment specialist, April has worked in the health and wellness field since 1999. She brings a wide range of experience with innovative concepts and resources to assist businesses and industries of various sizes in establishing and implementing their goals and objectives for comprehensive health and wellness programs. April directs all the division's health and wellness initiatives including operations of state-of-the-art mobile medical and audiometry units that streamline healthcare delivery to team members where they work.

Injury Prevention, Rehabilitation and Ergonomic Consulting

Our experience in industry has taught us that the management of worksite injuries is ideally a secondary initiative to injury prevention. Our injury prevention team of physical therapists and ergonomists is successful in reducing injury rates through a proactive and cost-effective approach in numerous regional manufacturing centers. Our programs are specifically tailored for each client company based on the integration of client specific data from medical, safety, engineering and human resources. This data analysis and our focus on empowering team members to become educated and involved consumers of their own health potential is how we achieve our industry proven metrics.



Brent Webber PT, FMS, CEAS III

Manager of Industrial Rehabilitation and Injury Prevention Services

Brent is our Industrial Rehabilitation and Injury Prevention Services manager. A licensed physical therapist since 2004, Brent is the driver of effective programs that generate substantial returns on investment for numerous business and manufacturers in the Upstate. In 2008, he earned his Level III certification as an ergonomics assessment specialist from the Back School of Atlanta and he is a certified WorkWell Systems faculty instructor. Brent has broad experience as a consultant in the fields of ergonomics, workplace safety, and injury prevention.



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Team of Providers



Sajidkhan S Pathan, MD, MPH
Physician
Corporate Health Medical Director

Dr. Pathan is a board-certified occupational health physician. He joins us after serving most recently as an occupational health physician at Greenville Health System and prior to this served as the Medical Director of Occupational Health at Aurora Health Care's Sheboygan Clinic in Wisconsin. Graduating in 2006 from Medical University of Silesia with his Medical Degree he went on to earn his Master's degree in public health in 2010 from University of Minnesota. He completed his occupational/preventive medicine residency in 2012 at Meharry Medical College in Nashville, TN.

His certifications include American Board of Preventive Medicine in occupational medicine, FMCSA Certified Medical Examiner with the USDOT, and a Class II/III Aviation Medical Examiner through the FAA. Dr. Pathan enjoys collaborating with customers and presenting educational programs to employers and their teams on employee health and safety.

Charles "BJ" Catron, MD
Physician



Dr. Catron joined our Corporate Health team with 20 years of experience as an orthopedic surgeon. After completing his residency training in Orthopedic Surgery at Greenville Hospital System in 1998 he made South Carolina his new home. His orthopedic knowledge and skill is invaluable to our team and enhances the customer experience. Dr. Catron shares that each workplace injury involves a methodical and careful approach to ensure the patient recovers properly so he or she can return to work quickly.

A graduate of University of Kentucky's College of Medicine, Dr. Catron's certifications include board certification by the American Board of Orthopedic Surgeons, fellow of the American Academy of Orthopedic Surgery, and he is a member of the American College of Occupational and Environmental Medicine. He is a FMCSA Certified Medical Examiner with the USDOT and a Certified Medical Review Officer. He is excited to have joined the corporate health team as well as to begin broadening his scope into other areas such as pulmonary and job fitness.



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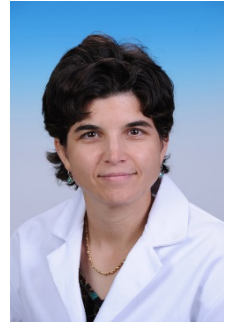
Team of Providers



Scott A. Cygan, DO, MPH
Physician

Dr. Cygan joined us after a career in the US Army serving as a physician and brigade surgeon. A graduate of Miami University; he also brings a strong interest and background in preventive medicine completing his Master's in Public Health from the University of West Florida. Dr. Cygan attended Midwestern University in Arizona in 2007 where he received his Doctor of Osteopathic Medicine. Completing his aerospace medicine residency at the United States Army School of Aviation Medicine. He is board certified in occupational and aerospace medicine with experience in functional medicine. He is a FMCSA Certified Medical Examiner with the USDOT and a Certified Medical Review Officer.

Dr. Elisa Katemba, MD
Physician



Dr. Katemba completed her internship and residency at Spartanburg Medical Center. She is board certified in family medicine and received her medical degree from Michigan State University in 1997. Dr. Katemba has worked with our Corporate Health team for over 10 years. She is a FMCSA Certified Medical Examiner with the USDOT and a Certified Medical Review Officer. Dr. Katemba also specializes in offering Independent Medical Examinations for our Corporate Health clients.



Dr. Huneiza Shaikh, MD
Physician

Dr. Shaikh received her medical degree from Ross University School of Medicine in 1999. She is board certified family medicine physician completing her residency at UPMC Hamot. She is a FMCSA Certified Medical Examiner with the USDOT and a Certified Medical Review Officer. Dr. Shaikh joined the Corporate Health team in



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Michelle Mathis, MSN, FNP-C
Nurse Practitioner
Corporate Health Onsite NP Services Manager

A graduate of University of South Carolina Upstate, Michelle received her Bachelor of Science in Nursing in 2008. She worked for four years as a RN in the Heart Center at Spartanburg Regional Medical Center then went on to complete her Master of Science in Nursing from the University of South Carolina Columbia in 2012. She is board certified as a Family Nurse Practitioner through the American Academy of Nurse Practitioners. Michelle brings experience in Internal and Family Medicine, as well as leadership experience as the NP Manager for Mary Black's Corporate Health Program.

Tracy Britto, MSN, APRN, FNP-C
Nurse Practitioner



Tracy earned her Bachelors of Nursing in 2012 from Pace University in New York. She worked as a RN for five years, including medical surgical and ER nursing. She continued on and earned her Masters of Science in Nursing in 2017 from Chamberlain University in Illinois. Tracy is currently board certified by the American Academy of Nurse Practitioners. Tracy worked in the urgent care setting as a nurse practitioner before moving to Greenville and subsequently joining our team at Corporate Health in 2020.



Susan Coggins, MN, APRN, FNP-C
Nurse Practitioner

Susan received her Bachelor of Science degree in nursing from Georgia State University in Atlanta in 1985. And in 1992 earned her Master of Nursing degree from University of South Carolina in Columbia. In 2012, Susan received a Post Master's Certificate in Advanced Practice Nursing from University of South Carolina in Columbia. She is certified by the American Academy of Nurse Practitioners. Susan's consistent goal is to provide quality care and improve patient outcomes through a team approach.

Cortney Davis, APRN
Nurse Practitioner



A graduate from the University of Florida, Cortney received her nursing degree and completed her nurse practitioner certification in their graduate program. Cortney joined our Corporate Health program in 2016 to live closer to family. Her passion for working with patients over their entire their lifespan makes her a great fit in our Corporate Health on-site clinic model.



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Team of Providers

Crystal Dawson, NP-C Nurse Practitioner

A graduate of University of South Carolina Columbia, Crystal received her Bachelor of Science in Nursing in 2008. She worked for 2 years as an RN in Antepartum, Postpartum at Palmetto Richland Medical Center and 2 years at Greenville Memorial Hospital. She also worked in Medical Surgical nursing at Greenville Memorial Hospital System before completing her Master of Science in Nursing from the University of South Carolina Columbia in 2014. She is board certified as a Family Nurse Practitioner through the American Academy of Nurse Practitioners. Crystal brings experience in Family Medicine, Geriatrics, and Corporate Health. Crystal's goal is to provide excellent care, while treating her patient with compassion.



Kelsey Hallinan, DNP, APRN, FNP-C Nurse Practitioner

Kelsey received her Doctorate of Nursing from USC Upstate after serving many years as a Registered Nurse with Spartanburg Regional. Kelsey has extensive experience in the Emergency Room and Family Practice. She will make a great addition to our on-site clinic team serving in the workplace environments.

Linda Hayes, MSN, FNP-BC Nurse Practitioner

Linda received her undergraduate nursing degrees from Gardner Webb University and USC Upstate. She went on to complete her Masters of Science in Nursing and Post Masters Family Nurse Practitioner degree from USC Columbia. A practicing nurse since 2005, Linda possesses extensive experience as a nurse practitioner in primary care, internal medicine & corporate health to our team.



Natalie McKinney, MSN, FNP-C Nurse Practitioner

After completing her nursing degree in 2009 from East Tennessee State University, Natalie went on to receive her graduate degree from Western Carolina University. She joined Spartanburg Regional's Corporate Health division in 2017. In addition to serving in our Occupational Health clinics and Employer onsite clinics Natalie is a "Super User" in our EMR platform; Agility assisting with team training.



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Team of Providers



**Ruth Rainer, MSN
Nurse Practitioner**

Following a career in hospital nursing in pediatrics and neonatal intensive care, Ruth worked at Wofford College Health Services. Here she learned the value of having access to health care for acute, chronic and preventative health issues. Seeing the benefit that access and preventative health care brings to employees in the workplace setting encourages her to continue to serve in the workplace.

Ruth earned her undergraduate degree from MUSC in Charleston SC and graduate degree from Frontier Nursing University in Hyden, KY. Her graduate program was the first family nurse graduate program created in the country and emphasizes care to underserved individuals and families. She wants to continue the work of caring for the underserved and currently works with the homeless population in Spartanburg. She also enjoys spending time with family, reading and being active outside including hiking on area trails.

**Nicole Stroud, MSN, FNP-BC
Nurse Practitioner**



In 2018 Nicole finished her MSN degree as a Family Nurse Practitioner from Walden University after completing her undergraduate degrees from UCS Upstate & University of Texas at Arlington (UTA). Working within the Spartanburg Regional Healthcare System since 1999 in various capacities, Nicole brings extensive expertise to our division, most recently as a charge nurse in our Heart Center in addition to our Hospice and Cardiopulmonary Rehab divisions.



**Caitlin Wilson, MN, FNP
Nurse Practitioner**

Caitlin is a family nurse practitioner, board certified by the American Academy of Nurse Practitioners. Caitlin began her career in nursing in 2012 after graduating from the University of South Carolina Upstate. She spent over three years as a Registered Nurse at Spartanburg Regional Medical Center. Caitlin then received her Masters of Nursing from the University of Alabama at Birmingham in 2016. After graduation, Caitlin went to work for Mary Black Physicians Group – Corporate Health where her primary emphasis was family medicine. In 2019, Caitlin joined Spartanburg Regional – Corporate Health where her focus will be in both family medicine and occupational health.



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PERSONNEL DIRECTORY

Updated July 2021

Key Personnel

Dr. Sajid Pathan, Medical Director	864-849-9154
Trena Williams, Director, Occupational and Corporate Health	864-849-9132
April Huttunen, Director, Onsite Services	864-849-9676
Brent Webber, Manager, Industrial Rehabilitation	864-560-5102
Michelle Neeper, Senior Practice Manager	864-560-9672

Corporate Health Spartanburg

2660 Reidville Road, Unit 1 Spartanburg, SC 29301	864-560-9696
Email – CorporateHealthSpartanburgAppointments@srhs.com	
Fax Number	864-560-9636
Appointments	864-560-9651
Drug screen coordinator & random program	864-560-9668
Referrals and reports	864-560-9658
Patient concerns/questions for Lead Nurse	864-560-9660
Medical Records, fax requests to	864-560-9683
Billing or Account questions	864-560-9654

Corporate Health Greer

150 D Street, Greer, SC 29651	864-879-1948
Email – CorporateHealthGreerAppointments@srhs.com	
Fax Number	864-801-4398
Appointments	864-849-9180
Drug screen coordinator & random program	864-849-9151
Patient concerns/questions for Lead Nurse	864-849-9154
Medical Records, fax requests to	864-801-4398
Billing or Account questions	864-560-9654

PERSONNEL DIRECTORY

Updated July 2021

External Services – On-site/Mobile Unit Services	
Fax Number	864-560-9695
Fire Fighter and Police Physicals	864-560-9673
AHA's BLS CPR, AED, First Aid and for Health Care Providers Blood Borne Pathogens/Infection Control Education, PPDs, Hepatitis B Vaccine, Flu Vaccine, Other Immunizations	864-560-9663
Wellness Programs / Health Risk Assessments	
Ali Ellison, Health and Wellness Specialist	864-560-9673
Megan Rollins, Health and Wellness Specialist	864-560-9673
Respirator Clearance Testing, Other On-site Services, Including Mobile Services	864-560-9619
Audio Testing	864-560-9665

Industrial Rehabilitation, Injury Prevention, and Essential Function Testing	
Appointments	864-560-5150
Industrial Rehab & Injury Prevention Front Desk	864-560-2125

PROGRAMS AND SERVICES

Spartanburg Regional Healthcare System provides health programs and services to area businesses at both of our Corporate Health offices, and on site at local businesses.

Worksite Clinics

- Acute/episodic care
- Care coordination
- Occupational health
- Injury prevention
- Wellness promotion and coordination

Occupational Health Services

- Injury evaluation and treatment
- Qualitative respirator fit testing
- Quantitative respirator fit testing
- Pulmonary function testing
- Independent medical evaluations
- Impairment ratings
- Physicals
 - Federal Aviation Administration (FAA)
 - Pre-placement
 - Surveillance
 - DOT (CDL)
 - Mobile Equipment
 - Police/Fire
 - Respiratory
- Return to Work Exams
- Fit for Duty Exams
- Vision screening
- Hearing screening*
- Cancer preventive services
- Vaccines and immunizations
- Drug Screens and breath alcohol testing*

Health Interventions

- Customized health/wellness presentations
- Nurse telephone triage to answer non-emergency, health-related questions and concerns
- Nutrition counseling
- Diabetes management with certified diabetes educator
- Health coaching
- Group or individual exercise

Health Screenings

- Individual screenings and packages onsite
- Biometrics (heart rate, blood pressure, height, weight, body mass index, waist circumference)
- Chest x-ray
- Cholesterol
- Glucose
- Electrocardiogram (EKG)
- Strength, flexibility and aerobic testing
- Hearing test
- Titmus vision test

Disease Risk Assessments

- Biometrics
- Comprehensive lab work (CBC, CMP, lipid panel)
- Evaluation of lifestyle behaviors such as smoking history, physical activity, eating practices, and mental and social factors
- HRA coaching/review
- Aggregate summary identifying risk-reducing and health-related programs for your workforce

Mobile Services

- DOT physicals
- Annual wellness exams
- Screening mammograms
- Skin cancer screenings
- Hearing conservation*
- Firefighter physicals*
- Law enforcement physicals*
- Surveillance physicals
- Education and training programs*
- Flu shots
- Customized services

System Coordinated Services

- Cancer preventive services
- Health fairs at your organization
- Healthy Travelers Clinic

**please see following pages for more information*



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PROGRAMS AND SERVICES

Hearing Conservation Program

We offer a robust and comprehensive hearing conservation program under the direction of our board-certified occupational medicine medical director. All audiometric testing is completed according to OSHA standards. We provide annual hearing conservation training as required by OSHA. On-site audiometric testing is available with our mobile unit, equipped with four hearing booths allowing 30-35 hearing tests to be performed per hour. Contact Ms. Ruby Tillotson, COHC at 864-560-9665 for more information.

Training and Education Programs

Heartsaver First Aid, CPR, AED

Course is designed to prepare the layperson or a member of a workplace's emergency response team to recognize and respond appropriately with safe, timely, and effective treatment to include first aid, CPR, and use of an automated external defibrillator (AED). Offered at employer site only. 6 person minimum, approximately 4 hours.

Basic Life Support (BLS) for Healthcare Providers

Course is designed for professionals to learn how to provide basic cardiovascular life support skills in a variety of settings for infants, children, and adults. Includes use of an automated external defibrillator (AED). Offered at employer site only. 6 person minimum, approximately 4 hours.

Blood-borne pathogens/infection control class

Course teaches team members how to protect themselves and others from being exposed to blood or blood-containing materials. This course meets OSHA requirements for bloodborne pathogen training. Written exam is optional based on employer requirements.

Offered at employer site, and make-up classes are available the 2nd and 4th Mondays of the month at our Corporate Health - Spartanburg office.

Injury Prevention and Safety Consulting

- OSHA injury reduction and safety programs
- Customized worksite presentations
- Work conditioning/work hardening
- Early intervention programs*
- Return-to-work screenings/evaluations*
- Essential function testing*
- Functional capacity evaluations*
- Functional job analysis*
- On-site PT clinic
- Ergonomic services:
 - Job rotation development
 - Risk assessments

**Please see below for more details*

Early Intervention Programs (On-site)

When team members experience discomfort they typically have two options to address it; file worker's compensation claims or access their private health insurance benefits. Both options are often unattractive. Too often, team members are left exercising a third option; do nothing and hope the discomfort resolves on its own. When it fails to resolve team members become less productive and are at significantly higher risk for more serious injury.

Early intervention programs give team members a fourth option. By consulting with skilled physical therapists, team members have access to simple yet effective solutions to address their discomfort before it becomes more difficult to manage. On-the-job site convenience makes it very easy for team members to take personal responsibility for their health and removes barriers to their accessing the care they need. Our early intervention therapists provide education-based solutions for managing discomfort, provide job coaching on body mechanics and work postures, and ergonomics training as well. The result is healthier, more productive team members with lower risk for workplace injury.



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PROGRAMS AND SERVICES

Essential Functions Testing (EFT) and Return-to-Work (RTW) Screening

EFTs and RTW screening ensure your team members possess the physical attributes necessary to be fit for duty and perform their jobs safely. Your team members' ability to perform key elements of the jobs in your organization, using test items that are reflective of your specific work environment will be assessed. Incorporating these measures into your recruiting and RTW processes ensures both your organization and your team are set up for success and safety on the job.

Functional Capacity Evaluations (FCE's)

An FCE is performed by a trained evaluator who will assess and determine maximum safe capacity; thus removing subjective biases and allowing an assessment to be made on the capability to return to work with or without limitations to simplify the handling of worker's compensation cases.

When should you consider an FCE?

- RTW case with medical-legal complexity
- Disability determination and finalization of functional limitations when unable to RTW
- Objective job specific fit for duty determination when an essential function test does not exist
- Provide objective testing for documentation of permanent restrictions
- Question ability versus self-limitation
- When initial RTW has been unsuccessful
- Upon completion of work conditioning/work hardening program

Functional Job Analysis

As a precursor to essential functions testing and return to work screening, functional job analysis is an important initial step to take. Its purpose is to identify the unique physical demands associated with the specific work requirements at your facility. Data captured via functional job analysis is used to ensure the EFTs and RTW screens developed for your organization are reflective of the jobs performed there. Physical demands measured include push-pull forces, lifting, carrying, grip and pinch forces, work postures, and more.

AED Oversight/Liaison Services

Our AED Oversight Program provides your organization with an AED liaison and the oversight needed to comply with SC Code of Laws Title 44-76-30. Per this SC Law any workplace in South Carolina that acquires an automated external defibrillator (AED) must ensure the following: 1. have users that are trained by an accredited agency in CPR and AED; 2. Written records of maintenance and testing of their AED(s); 3. Identify an AED liaison healthcare professional; 4. Must implement an AED program approved by their AED liaison; 5. AED protocol must include responders will activate EMS; and 6. Report any clinical use of the AED to the AED liaison.

Medical Control Officer Services

A Medical Control Physician has the independent authority to sufficiently oversee the quality of patient care for the client company and serves as the medical authority for the Client's licensed provider(s), to perform in liaison with the medical community, medical facilities, and government entities. We have two Medical Control Officers approved through SC DHEC to provide MCO services for our clients.

An MCO offers quality assurance (QA) of patient care including development of protocols, standing orders, training, policies, and procedures; and approval of medications and techniques permitted for field use by direct observation, field instruction, in-service training (IST) or other means including, but not limited to:

1. Patient care report review
2. Review of field communications recordings
3. Post-run interviews & case conferences
4. Investigate complaints/incident reports



PROGRAMS AND SERVICES

Firefighter and Law Enforcement Physical Examinations

Corporate Health has enjoyed providing medical services for several municipalities, Fire Departments and Law Enforcement Agencies. We strive to build a relationship with a sense of mutual trust and confidence, and we wish to become your provider of Occupational Health services. To ensure the health and safety of your personnel, each individual public safety officer and firefighter should be free of medical conditions, which may interfere with the ability to safely perform essential job functions.

The components of the Medical Examination and Evaluation include:

- Physical Exam including Review of all Body Systems and Test Results
- Occupational and Medical History
- Vital Signs and Measurements
- Pulmonary Function Test for Respirator Clearance / OSHA Respirator Questionnaires
- Laboratory Blood Testing
- Audiometric Test
- Visual Acuity, Color and Peripheral Vision Screen
- Electrocardiogram
- Cancer screenings
- Physical Fitness and Cardiac Risk Assessment
- Health Risk Assessment
- Individual Health, Wellness, and Fitness Report
- Physician clearance after review of all data

We use the NFPA 1582, Standard on Medical Requirements for Firefighters, as a reference and guide in performing a health risk assessment, a physical exam, and physical fitness assessment for each firefighter.

The OSHA required regulations include but are not limited to:

- 29CFR 1910.134 – Respiratory Protection
- 29 CFR 1910.156 – Fire Brigades
- 29 CFR 1910.20 – Access to Employee Exposure and Medical Records
- 29 CFR 1910.120 – Hazardous Waste and Emergency Response and all other record keeping requirements (length of employment plus 30 years).

A provider then reviews all completed reports and decides if the individual is medically suited for the position based on all applicable state and federal guidelines. Dr. Pathan, as Medical Director, shall evaluate each person for the listed medical conditions. When another provider within our offices conducts the medical exam, final medical review is performed by Dr. Pathan. Each individual will receive a report of the provider's findings and clearance for duty. Your administration will receive a copy of the appropriate clearances and a group summary report.



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Drug Screening Services

We offer a variety of drug screens and lab services at both of our Corporate Health offices and can also provide services onsite when minimum numbers are met. Listed below are the most common drug screens provided to our clients, and we will gladly quote any additional testing needs you may have.

Please note the following:

- *Picture Identification is required for all testing.*
- *Breath alcohol testing (BAT) is also available; confirmation required if positive for additional fee.*
- *“Collection Only” is available for companies with their own chain-of-custody forms (this service is only available in our two Corporate Health offices).*
- *A confirmation and MRO interview fee applies if non-negative.*
- *Non-negative results for methamphetamines; require additional testing; an additional fee applies.*

Random drug screen service coordinated by a certified Medical Laboratory Technician (MLT).

- An initial setup fee and annual fee apply.
- Employee list set up annually. Company is responsible for sending terms and hires.
- Names are pulled at company’s designated intervals.
- End of year DOT Reports are generated; to include quantities and percentages.
- We will ensure compliance by pulling required numbers.
- If more than 10 names pulled at one time, we can come on-site to collect the drug screens it is just an additional charge per drug screen.

MOST COMMON DRUG SCREENS:

ONE-STEP (5 PANEL) URINE DRUG SCREEN – “SAME DAY RESULT” TESTS FOR:

- Amphetamines
- Cocaine Metabolite
- Opiates (Morphine, Codeine)
- Marijuana
- Phencyclidine (PCP)

ONE-STEP (10 PANEL) URINE DRUG SCREEN - “SAME DAY RESULT” TESTS FOR:

- Amphetamines
- Cocaine Metabolite
- Morphine
- Codeine
- Oxycodone
- Marijuana
- Phencyclidine (PCP)
- Propoxyphene
- Barbiturates
- Benzodiazepines

- ✘ *Testing is done at our practice locations and offered on-site for an additional fee*
- ✘ *Same day results on negatives; Non-negative results may take up to 72 hrs. or longer*
- ✘ *There is no extra charge for confirmation of non-negatives*



Corporate Health

For more information please contact Abby Russell at 864-560-4033 or arussell@srhs.com
SpartanburgRegional.com/CorporateHealth

Drug Screening Services

DOT URINE DRUG SCREEN TESTS FOR:

- Amphetamines
 - Cocaine Metabolite
 - Opiates (Morphine, Codeine)
 - Marijuana
 - Phencyclidine (PCP)
 - Hydro-codeine
 - Hydro-morphine
 - Oxy-codeine
 - Oxy-morphine
- ✘ *Testing is done at our practice locations and offered on-site for an additional fee and samples are sent to our contract lab (Labcorp)*
- ✘ *Negative results are normally returned within 24-48 hours*
- ✘ *Non-negative results take 72 hours or longer*
- ✘ *A confirmation and MRO interview fee applies if non-negative*

URINE (SAP-10) URINE TESTS FOR:

- Amphetamines
- Barbiturates
- Benzodiazepines
- Cocaine Metabolite
- Marijuana
- Methadone
- Methaqualone (Qualudes)
- Opiates (Morphine, Codeine)
- Phencyclidine (PCP)
- Propoxyphene

URINE (SAP-10) WITH EXPANDED OPIATES TESTS FOR:

- Amphetamines
- Barbiturates
- Benzodiazepines
- Marijuana
- Cocaine Metabolite
- Expanded Opiates- Codeine, Morphine, Hydromorphone & Hydrocodone (Lortab)
- Oxycodone
- Phencyclidine (PCP)
- Methadone
- Propoxyphene

- ✘ *Testing is done at our practice locations and offered on-site for an additional fee and samples are sent to our contract lab (Labcorp)*
- ✘ *Negative results are normally returned within 24-48 hours*
- ✘ *Non-negative results take 72 hours or longer*
- ✘ *There is no extra charge for confirmation of non-negatives*

HAIR SAMPLE SCREEN (OMEGA) TESTS FOR:

- Amphetamines
- Cocaine
- Opiates
- Marijuana
- Phencyclidine (PCP)

HAIR W/ EXPANDED OPIATES (OMEGA) TESTS FOR:

- Amphetamines
- Cocaine
- Opiates
- Marijuana
- Phencyclidine (PCP)
- Hydrocodone
- Hydromorphone

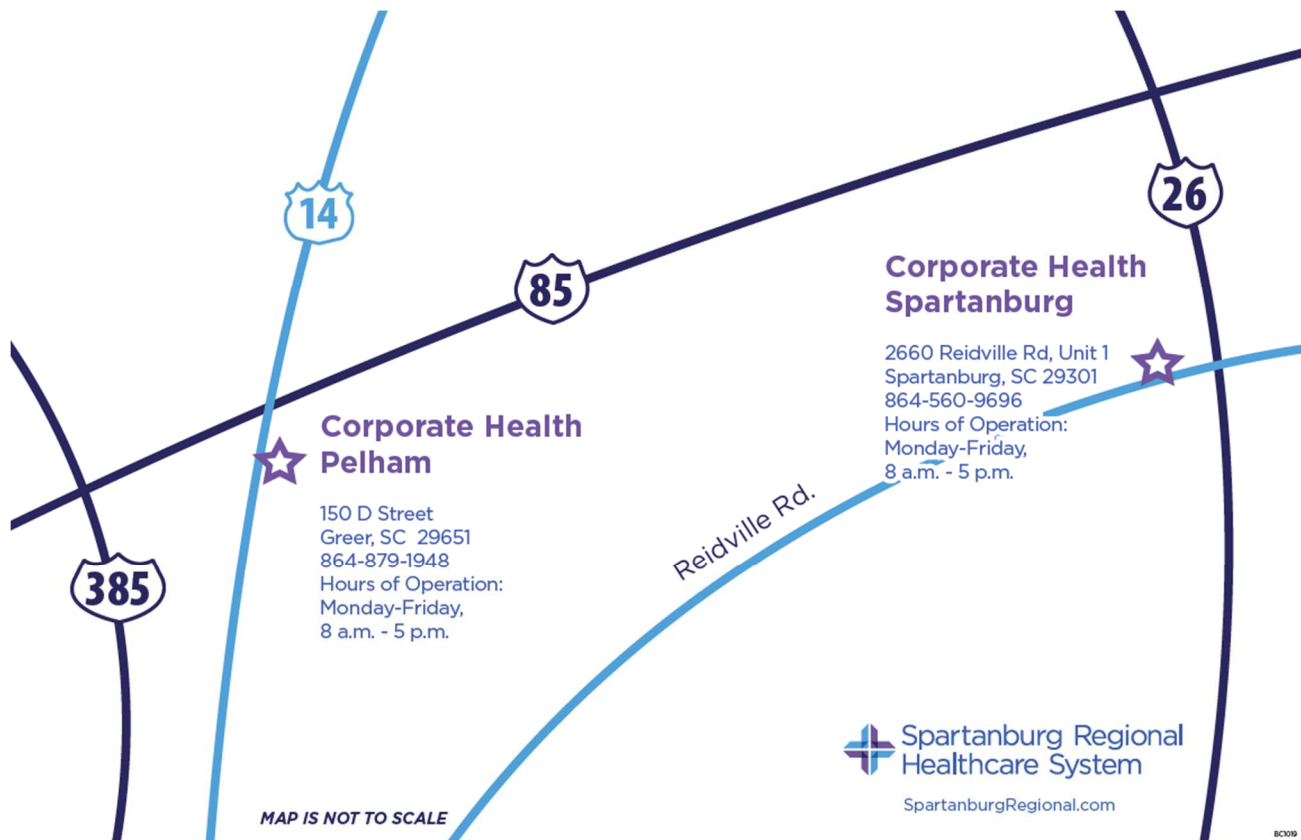
- ✘ *Hair analysis covers an approximate 90-day time frame; dependent on individual's hair growth*
- ✘ *Negative results usually available within 48 hours. Non-negative results are available 48-72 hours*



Corporate Health

For more information please contact Abby Russell at 864-560-4033 or arussell@srhs.com
SpartanburgRegional.com/CorporateHealth

LOCATIONS & HOURS OF OPERATION



All standard Corporate Health services such as physicals, exams, respirator fits, random drug screens, immunizations, etc. are **ONLY** available in our Corporate Health offices from 8 AM – 5 PM, Monday through Friday. These services are not offered in our Immediate Care Centers or Emergency Centers.

After Hours Support for “On the Job” Injuries:

A 24-Hour Hotline is available to all our clients. An SRHS Call Nurse will triage the situation or injury using nationally approved triage protocols to determine the best course of action for you and your injured team member. (Please note the triage protocols are not occupational health specific protocols.)

Local: 864-577-4059

Toll-Free: 888-897-1027

Alternatively, our Immediate Care Centers (ICCs) are available after hours to our clients for on the job injuries or post-accident care from 5 PM until 9 PM, Monday – Friday, and on weekends from 8 AM – 5PM Saturday and Sunday.

AFTER HOURS “ON THE JOB” INJURY INFORMATION

The facilities listed below are available to our clients for “on the job” injuries or post-accident care ONLY after hours, 5 PM until 9 PM Monday - Friday and weekends from 8 AM – 5PM Saturday and Sunday. If an injury is life threatening, please call 9-1-1 or transport team member to the Emergency Center immediately.

- **Exposures.** Please note that after hours, blood and body fluid exposures are to be seen in an SRHS Emergency Center and not in our Immediate Care Centers. Please inform the reception desk in the Emergency Center you are there due to a blood or body fluid exposure.
- **SAP 10 panel and DOT urine drug screens** are available for post-accident, reasonable suspicion, and for-cause in our ICCs and ECs, and are performed on our SRHS chain of custody forms only. No Rapid Drug Tests are available. SAP 10 drug screens performed in the ECs are a higher cost than when performed in our offices.
- **Breath alcohol and DOT breath alcohol testing** is only available at ICC Westside and our Emergency Centers
- ICCs and ECs CANNOT accommodate individual client forms or chain of custody collections
- Please use **Corporate Health’s Authorization Form, or call ahead** using one of the numbers below.
- Note, our ICCs post appointment wait times online: <https://www.spartanburgregional.com/ImmediateCare>

Immediate Care Centers (ICCs)

Eastside

1200 East Main Street, Suite 12
Spartanburg, SC 29307
864-560-9260
Monday-Friday, 7 a.m. – 9 p.m.
Saturday, Sunday, 8 a.m. – 5 p.m.

Gaffney

840 West Floyd Baker Boulevard
Gaffney, SC 29341
864-489-3300
Monday-Friday, 7 a.m. – 9 p.m.
Saturday, Sunday, 8 a.m. – 5 p.m.

Pelham

3611 Pelham Rd.
Greenville, SC 29615
864-530-3500
Monday-Friday, 7 a.m. – 9 p.m.
Saturday, Sunday, 8 a.m. – 5 p.m.

Reidville Road

2995 Reidville Road #100
Spartanburg, SC 29301
864-587-3000
Monday-Friday 8 a.m. – 8 p.m.
Saturday, Sunday 8 a.m. – 5 p.m.

Westside

151 Peachwood Centre Drive
Spartanburg, SC 29303
864-560-9627
Monday-Friday, 7 a.m. – 9 p.m.
Saturday, Sunday, 8 a.m. – 5 p.m.

Emergency Centers

Spartanburg Medical Center

Emergency Center

101 E Wood Street
Spartanburg, SC 29301
864-560-6000

Hours of Operation:

24 hours a day

Pelham Medical Center

Emergency Center

250 Westmoreland Road
Greer, SC 29651
864-530-2025

Hours of Operation:

24 hours a day

AFTER HOURS “ON THE JOB” INJURIES HOTLINE

24-Hour Hotline for Injuries on the Job

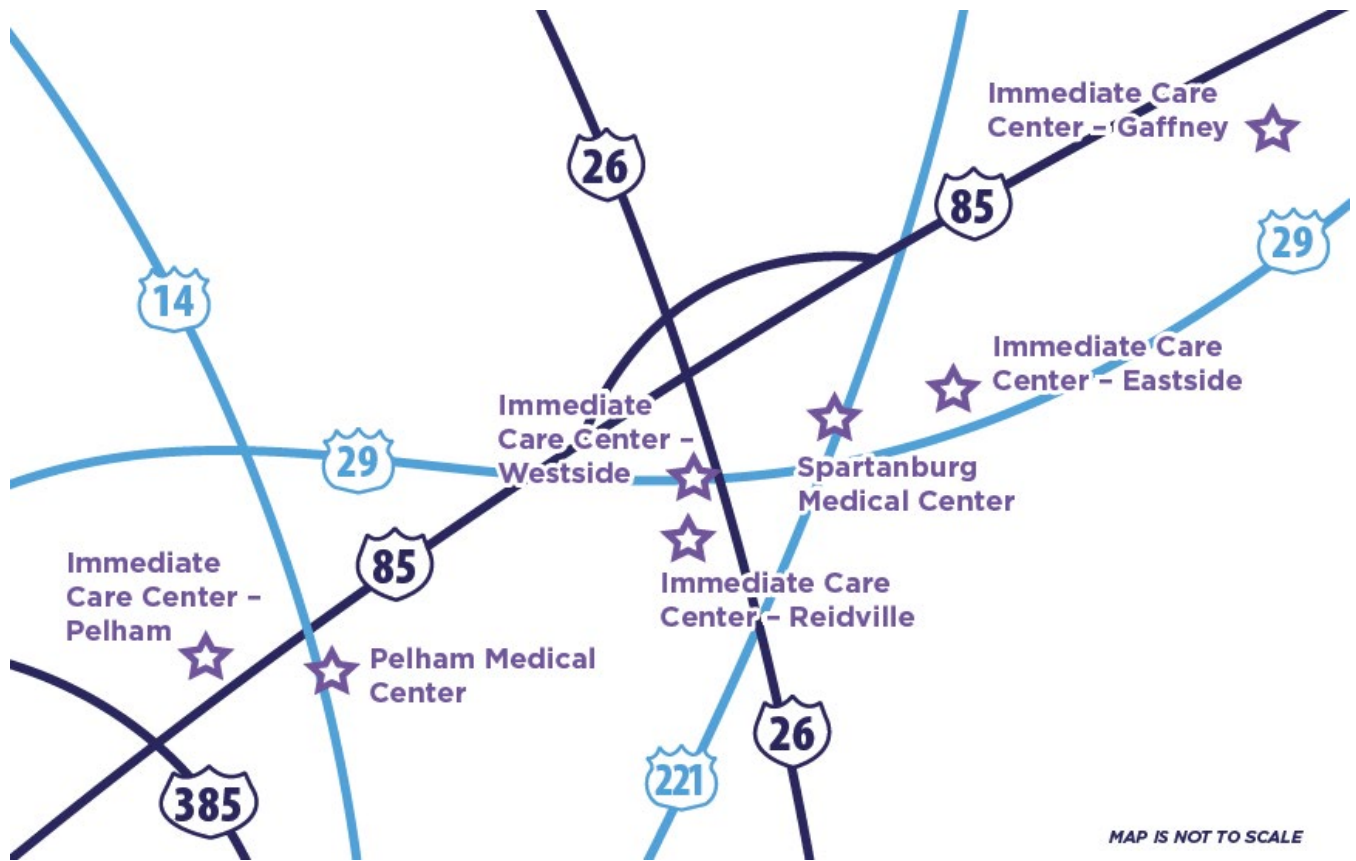
864-577-4059

888-897-1027

Regional Nurse On Call will triage the situation and determine best course of action for you and your injured team member.



AFTER HOURS "ON THE JOB" INJURY INFORMATION



SERVICE AGREEMENT

Service Agreement

Corporate Health's service agreement provides details of current client contact and billing information, as well as protocols for post-accident, pre-employment, and annual surveillance needs. This agreement is called a Company Protocol and a sample can be found in Appendix A. It is the employer's responsibility to notify Corporate Health of changes to the Company's Protocol to ensure we are meeting your needs (updated contact information for clinical results, billing, etc. are very important).

These protocols are entered into Agility, Corporate Health's electronic health record (EHR). Agility is our selected EHR because it is employer-centric and protects, distinguishes, and secures occupational health records from general medical records for the individual patient.

Authorization Form

Given the broad variety of services we offer and inherent comprehensive nature of occupational health, we ask that all team members present with a completed authorization form when arriving at any of our facilities. A sample of our authorization form can be found in Appendix B.

Billing

Billing is performed monthly based on services rendered. Invoices are typically received by the 15th day of the month. We will also bill your workers' compensation carrier directly, if you prefer, for all post-accident care. In instances where your organization has changes or updates to your billing information please contact our Office Specialist, Kathy Mosier at 864-560-9654 kmosier@srhs.com. In addition, you may also setup EFT Draft for convenient payment of Corporate Health invoices. Our billing department and billing specialist both, can be reached out sbochb@srhs.com

Please note, drug screens performed in the Emergency Centers are charged at a higher rate than the same drug screen performed in our offices.

Services rendered by Injury Prevention and Industrial Rehabilitation such as Essential Function Testing and Functional Capacity Exams may be billed separately.

A glossary of billing codes with definitions can be found in the Appendix I.

Pricing

Our goal is to provide the most comprehensive occupational and wellness healthcare services available at reasonable and customary cost. We constantly survey our market area not only to stay abreast of advances and improved services, but for fair pricing. Our pricing is consistent across our entire customer base. Please contact our Corporate Relations Director for more information and current pricing information.

SCHEDULING & APPOINTMENTS

Please send team members with a completed authorization form or fax the form to the appropriate office noted on the authorization form. Our offices make every effort to accommodate urgent needs, and calling ahead assists our office in expediting service. Please be aware, you or a team member may be asked to specify what the appointment is for, whether an injury occurred and the nature of the injury, so we can appropriately prepare for the visit and enhance the team member's experience.

While your service agreement outlines your protocols for post-accident and pre-employment services, as well as annual surveillance needs, it is very important to still send your team member to us with a completed authorization form specific to that team member's appointment. Our Communication section outlines forms and documents your team members may need to complete for their visits. We will assist you with a customized registration packet that includes all documents to meet your company's specific needs. You may request this with the Practice Manager at 864-560-9672.

Walk-ins are welcome for all nurse-only visits in addition to acute injuries, which include the following:

- Drug Screens (*DOTs will be redirected to ICC after 4p.m.; non-DOTs redirected after 4:45p.m.*)
- Breath Alcohol Testing
- TB Tests
- Immunizations/Vaccinations
- Audiometric Testing
- Respirator Fit Testing (cannot perform a fit test without a current OSHA medical clearance)

Please note, sending numerous team members simultaneously may result in extended wait times. Alternatively, in these cases you may find our onsite drug screen collection services more efficient. To schedule **Functional Capacity Evaluations**, please call 864-560-5150. Supplemental materials and documents should be faxed to 864-560-5322.

Block Scheduling:

We gladly work with our clients to set aside multiple appointments (6 per week minimum) for mass recruiting or hiring campaigns. Please note the following scheduling lead times:

- 5 business days' notice required for 6-10 slots
- 7 business days' notice required for 11-19 slots
- 14 business days' notice required for 20+ slots

Fee Structure - All slots will be billed at the current rate schedule for these services

- o Blocked slots will be billed for 75% of weekly blocked slots regardless of utilization unless the following parameters are met:
 - Blocks of 5 or less must be cancelled with 3 business days
 - Blocks of 6-10 must be cancelled with 5 business days
 - Blocks of 10+ must be cancelled with 7 business days
 - Blocks of 20+ must be cancelled with 10 business days

Corporate Health offices may elect to run pre-employment physical clinics on Saturdays to help our clients achieve their hiring numbers. Saturday clinics have an increased cost with a longer cancellation policy. Pricing is quoted on a case-by-case basis and is subject to a minimum charge of 15 physicals. Please contact our Practice Manager to inquire about scheduling multiple appointments at 864-560-9672.

SCHEDULING & APPOINTMENTS

Preparing for the Appointment:

Registration forms and other documents prospective team members can complete prior to arriving for their appointment are also available on our webpage: www.SpartanburgRegional.com/CorporateHealth

For maximum efficiency and a more expedient hiring process, please consider distributing a letter along with registration paperwork to your prospective team members prior to their appointment. We are happy to help you customize such a letter for your organization, and have included a sample letter in Appendix F.

Clear communication is essential to providing quality healthcare. We offer over-the-phone and video remote interpreting services to team members. Our professional medical interpreters have a vast knowledge of different culture and medical terminology. Team members and employers in need of language assistance should request an interpreter when they arrive in any of our offices.

Critical for their appointment and to be included in a letter prepping them for their appointment is the following list of **WHAT TO BRING**:

- Always bring current **photo identification** to the appointment.
- **For physicals** (pre-employment, OSHA respirator, DOT, etc) team member should have a baseline knowledge of their current medical condition(s) and medical history including surgeries, interventions, and other ongoing medical issues. Bring all medical records that are appropriate for the exam or related to their work duties. Any health history relating to seizures, diabetes, thyroid, hypertension, sleep apnea, or cardiac concerns must be included. Based on health history, team members may be required to undergo additional testing such as cardiac stress testing or sleep studies.
- Current **list of medications** with dosages.
- Team members should be aware that **blood pressure** and heart rate are taken as part of all physicals. For pre-employment physicals and essential function testing we employ safety measures relating to blood pressure and heart rate. Therefore, we strongly recommend that team members **take prescribed blood pressure medication** and that they DO NOT eat or drink salty foods, caffeine, or energy drinks, and that they do not take decongestant medication or use nicotine products before their appointment.
- **Respirator Fit Testing** requires team member to be **clean shaven** and to have their **mask** with them.
- Team members completing a **functional exam/screening must wear closed toed shoes** and comfortable clothes that allow freedom of movement, i.e. no tight, constrictive clothing.
- **Children are not allowed** in our occupational health offices' clinical areas. For safety reasons children must always be supervised if left in the waiting room while team member is being seen. Team member's appointments will be rescheduled if children are brought to the appointment with no other supervision other than the team member.
- When scheduling a **Return to Work Exam** please keep in mind, we will need the return to work note from the treating provider and their most recent office visit notes. If the patient was referred to additional specialty providers or for additional testing these results and office visit notes, will also be needed. Please make sure the patient obtains these documents before scheduling their exam or the patient may be rescheduled.

COMMUNICATION

Clear communication is essential to providing quality healthcare. Our team strives to make ourselves available to our clients and their team members. Please reference our Personnel Directory on page 10 for direct numbers to our team.

Language Services

We offer over-the-phone and video remote interpreting services to team members. Our professional medical interpreters have a vast knowledge of different culture and medical terminology. Team members and employers in need of language assistance should request an interpreter when they arrive in any of our offices.

Forms and Documents

Our authorization form is required to ensure your team member has approval to be seen in our office. To expedite your team member's visit, our registration paperwork is available on our webpage: www.SpartanburgRegional.com/CorporateHealth. Some common forms and documents used for pre-employment visits in our office are outlined below. If you would like assistance creating a registration packet for your specific service needs, please contact our Practice Manager at 864-560-9672.

- Patient Registration
- Consent to Treat (Copy can be found in Appendix D)
- Authorization to Release and Disclose Patient Information
- Guidelines and Instructions for Medical Exams (Sample can be found in Appendix F)
- Medical History and Evaluation Form
- Hearing and Vision History Questionnaires
- OSHA Respirator Questionnaire
- DOT Forms

Disability Paperwork

Request for completion of disability paperwork along with a completed 'Authorization to Release and Disclose Patient Information' (see sample in Appendix C) signed by the team member may be faxed to 864-560-9636 or dropped off at one of our two Corporate Health offices. Please allow 7 to 10 business days for paperwork to be completed. Please note a fee of \$35 will be charged upon pick-up of records.

Medical Records Request

An 'Authorization to Release and Disclose Patient Information' must be completed and signed by the team member and submitted with the employer's request for information. Please fax a request with the completed Authorization to Release and Disclose Patient Information to 864-560-9636.

Results

Our goal is to provide employers the most relevant information for the work-related current injury/illness without jeopardizing a team member's personal, non-work-related medical history while remaining in compliance with state laws.

Please review our Notice of Privacy Practices for Employers, which can be found in Appendix E.

COMMUNICATION

DRUG SCREEN AND BREATH ALCOHOL RESULTS:

- Results are faxed or e-mailed (upon request) per company protocols in your service agreement
- Breath alcohol test timeline: Same day results
- One-step (instant) drug screen timeline: Same day results on negatives; Non-negative results take up to 72 hrs. or longer
- All other drug screens timeline: Negative results are returned normally within 24-48 hours. Non-negative results may take up to 72 hours or longer

NON-WORKERS' COMPENSATION VISITS: (such as pre-employment physicals) we provide the following regarding the prospective team member's exam or services received on behalf of you, the employer.

- Results of the physical exam and medical questionnaire review will only be provided in the form of a medical recommendation report indicating the prospective team member's work suitability.
- For complete physical or medical records, a 'disclosure for release of information' signed by the prospective team member must be faxed to 864-560-9636 with specific information requested. Otherwise, contact our senior practice manager to setup specific protocols for your organization.

Form Provided: Medical Recommendation Report sample provided in Appendix G

- Medical Recommendation Report - This report provides the physician's report in one of four statuses of the prospective team member's work suitability after performing a physical.

Recommend No Limitation

Recommend with Limitation

Not Recommended

On Hold, Pending Additional Medical Review

WORKERS' COMPENSATION VISITS: we provide the following information regarding or associated with the team member's current injury or illness:

- Medical diagnosis, course of treatment, prognosis, work restrictions and/or impairments.
- Discussion of causation regarding the current injury / illness in question is permissible.
- Team member's medical history as it pertains to the current injury or illness is allowed. No other personal non-work-related medical history will be released or discussed.
- Review of diagnostic tests including but not limited to, blood work, X-rays, MRIs, CT scans, EMG/Nerve Conduction Studies, and physical therapy reports.
- Please note, we cannot release results that were not generated in our office. (In other words, we cannot release information brought in or obtained from another office or provider).

Form Provided: Work Status Summary sample provided in Appendix H

- Work Status Summary – This report is used following post-accident care communicating the following:

Presenting Problem

Diagnosis

Current Work Restrictions

ESSENTIAL FUNCTION TESTING:

- Clients choosing a combined medical and functional physical will receive a single Medical Recommendation Report based on the combined findings.
- Clients choosing ONLY a functional physical will receive an email communication summarizing candidate(s) attendance and results (Met/Not Met) by end of the same business day.

CORPORATE HEALTH CUSTOMER GUIDE

APPENDIX



Spartanburg Regional
Healthcare System

Corporate Health

Company Protocol

Company: The Best Test Company, LLC
123 Somewhere Drive
Spartanssssburg, SC 21365

Protocol: SRHS Mobile Equipment Physical

Standard Services

Employer		VITALS	Ht, Wt, BP, P, R, T	0.00
Employer	92120	TITMREG	Titmus Eye Exam	27.00
Employer		PHYREG	Physical	75.00

Optional Services

Contacts

Employer Services Billing

Bill To Name: The Best Test Company, LLC
Address: 123 Somewhere Drive
Spartanssssburg, SC 21365

Telephone: (864) 222-3333
Fax: (864) 222-3332
Contact: Sabrina Smith
Email: Smitht@TBTC.com

Instructions

Use Form:
Other: _____

Report Results To:
Address:

Phone:
Fax:
Email:



Corporate Health

2660 Reidville Road, Unit 1
Spartanburg, SC 29301
Phone: 864-560-9651
Fax: 864-560-9636
Hours: 8:00 AM - 5:00 PM

150 D Street
Greer, SC 29651
Phone: 864-849-9180
Fax: 864-801-4398
Hours: 8:00 AM - 5:00 PM

Thank you for choosing Spartanburg Regional Healthcare System for your organization's healthcare needs.

AUTHORIZATION FORM

Today's Date: _____

Patient Name: _____ Company Name: _____

Sex: _____ DOB: ____ / ____ / ____ Job/Position: _____ Authorizing Rep: _____

SSN: _____ - _____ - _____ Auth. Rep. Phone: (____) - _____ - _____ Fax: (____) - _____ - _____

Children are not allowed in clinical areas of our offices, and cannot be left in the lobby unsupervised.

For work-related injuries after hours, please call 864-577-4059 or visit one of our Immediate Care Centers or emergency centers as appropriate for severity of injury with this form in hand.

Completion of this form authorizes Spartanburg Regional Corporate Health to provide the following services:

Physicals	Lab Services	Drug Screen/Breath Alcohol Reason
<input type="checkbox"/> DOT Recertification <input type="checkbox"/> Firefighter physical <input type="checkbox"/> Federal Aviation Exam <input type="checkbox"/> HAZ MAT <input type="checkbox"/> Mobile Equipment <input type="checkbox"/> Police physical <input type="checkbox"/> Pre-employment <input type="checkbox"/> Pre-employment DOT <input type="checkbox"/> Return To Work Exam <input type="checkbox"/> Other Physicals: _____ <input type="checkbox"/> <i>Yes this service needs to be completed on your company's forms.</i>	<input type="checkbox"/> BBP Exposure: Specify _____ <input type="checkbox"/> Hepatitis Titer <input type="checkbox"/> MMR Titer <input type="checkbox"/> Varicella Titer <input type="checkbox"/> Other Exposure: Specify _____ <input type="checkbox"/> Follow up <input type="checkbox"/> No Drug Screen	<input type="checkbox"/> For Cause <input type="checkbox"/> Post Accident <input type="checkbox"/> Pre-employment <input type="checkbox"/> Random <input type="checkbox"/> Return to Work <input type="checkbox"/> Other: _____
	<p style="text-align: center;">Other Services</p> <input type="checkbox"/> Audiometry (Hearing Test) <input type="checkbox"/> Titmus Vision Test <input type="checkbox"/> EKG <input type="checkbox"/> Essential Function Test (EFT) <input type="checkbox"/> Fit for Duty Exam <input type="checkbox"/> Functional Capacity Eval (FCE) <input type="checkbox"/> Pulmonary Function Test (PFT) <input type="checkbox"/> Respiratory Clearance*	<p style="text-align: center;">Drug Screen Type</p> <input type="checkbox"/> Per Agreement <p>Breath Alcohol Test</p> <input type="checkbox"/> DOT <input type="checkbox"/> Non-DOT <p>Hair Analysis</p> <input type="checkbox"/> Hair Analysis <input type="checkbox"/> w/ expanded opiates <p>Urine Observed? Yes / No</p> <input type="checkbox"/> DOT <input type="checkbox"/> Non-DOT 10 Panel (Instant) <input type="checkbox"/> Non-DOT 10 Panel (Send out) <input type="checkbox"/> w/ expanded opiates (Send out) <input type="checkbox"/> Non-DOT 5 Panel (Instant) <input type="checkbox"/> Non-DOT 5 Panel (Send out) <input type="checkbox"/> Other: _____
<p style="text-align: center;">Vaccine/Injection Services</p> <input type="checkbox"/> Influenza Vaccine <input type="checkbox"/> Hepilisav Vaccine (Hep B) ____ 1st ____ 2nd <input type="checkbox"/> PPD/TB Skin Test ____ 1st Step ____ 2nd Step <input type="checkbox"/> QuantiFeron TB-Gold <input type="checkbox"/> Tetanus <input type="checkbox"/> T-dap <input type="checkbox"/> Other Vaccine: Specify _____	<input type="checkbox"/> Respirator Fit Test <input type="checkbox"/> Quantitative (unavailable at Greer office) <input type="checkbox"/> Qualitative <input type="checkbox"/> Wellness: Specify _____ <input type="checkbox"/> X-Ray _____ <input type="checkbox"/> Work Comp. Injury	<p style="text-align: center;">**AFTER HOURS DRUG SCREENS</p> <input type="checkbox"/> Non-DOT 10 Panel (Send out) <input type="checkbox"/> DOT Urine Drug Screen <input type="checkbox"/> Breath Alcohol <input type="checkbox"/> DOT Breath Alcohol

*** Employer is responsible for administering the respiratory protection program based on OSHA accepted protocols found in 1910.134.**

****Our Emergency Centers and Immediate Care Centers only perform DOT & 10 panel urine drug screens on SRHS chain of custody forms as well as DOT & non-DOT breath alcohols for after hours injuries, reasonable suspicion and for cause.**

Please note: Children are not allowed in clinical areas of our offices, nor can they be left in the lobby unsupervised. Please make arrangements accordingly, as your appointment will be rescheduled if you arrive with child(ren) and no additional adult to provide supervision.

Comments: _____



SPARTANBURG

Regional Healthcare System

AUTHORIZATION TO RELEASE AND DISCLOSE PATIENT INFORMATION

PATIENT INFORMATION	NAME: _____ DATE OF BIRTH: _____ Address: _____ City: _____ State _____ Zip: _____ Daytime Phone: (____) _____ SS#: _____-____-____
Hospital/Health Care Provider <small>(From which provider - SRMC, VH, Rehab, Physician, Other)</small>	Facility/Provider Name: <u>Spartanburg Regional Corporate Health</u> Address: <u>2660 Reidville Road, Unit 1</u> City: <u>Spartanburg</u> State <u>SC</u> Zip: <u>29301</u> Phone: (<u>864</u>) <u>560-9651</u> Fax: (<u>864</u>) <u>560-9683</u> or (<u>864</u>) <u>560-9636</u>
Receiving Party <small>(Where do you want the information sent? Who may have the information?)</small>	COMPANY NAME: _____ Attention to: _____ Address: _____ City: _____ State _____ Zip: _____ E-Mail Address (ELECTRONIC REQUESTS ONLY): _____ Fax Number (URGENT PATIENT CARE ONLY): _____
Information to be Released <small>(What do you want sent or released? Check the appropriate box.)</small>	Dates of Service from _____ to _____. <input type="checkbox"/> Routine Record Sets <u>Provider</u> (office visit, diagnostic test results, problem list, medication list/allergies, immunizations) <u>Hospital</u> (History/Physical, Discharge Summary, Op Report, Consultations, Emergency, diagnostic test results) <input type="checkbox"/> Copies of Films/Images <input type="checkbox"/> Any and all records <input checked="" type="checkbox"/> Other Records: specify record type(s) <u>Physical and Drug Screen Results</u> <small>This authorization places no restriction on any information to be released, including any treatment for alcohol, drug abuse, HIV testing, or psychiatry. If restrictions are to be placed on information released, please state: _____</small>
Release Instructions <small>(How do you want the information?)</small>	Release Method requested: (check one): <input type="checkbox"/> Paper <input type="checkbox"/> CD <input type="checkbox"/> Electronic* <input type="checkbox"/> View my Record <input type="checkbox"/> Fax (patient care only) <small>*Electronic requests will be provided as an Adobe PDF file on HealthPort's eDelivery website. Recipient will receive an e-mail from HealthPort.com containing instructions for accessing the file. If the recipient does not retrieve the file within 30 days, it will be deleted.</small>
Purpose of Release <small>(Why is it needed?)</small>	<input type="checkbox"/> Continuing care <input type="checkbox"/> Transfer of care <input type="checkbox"/> Social security appeal <input type="checkbox"/> Insurance application <input type="checkbox"/> Personal use or review <input type="checkbox"/> Insurance payment/claim <input type="checkbox"/> Litigation/legal <input type="checkbox"/> Social Security Disability determination <input checked="" type="checkbox"/> Other <u>Employer</u> Fees will be charged in accordance with SC Code and Federal Rule 45 C.F. R. §164.524.
<ul style="list-style-type: none"> • This authorization is valid for one year after the date signed unless you enter a different date here: _____ • This authorization may be canceled in writing at any time. A cancellation will not change releases that happen before the cancellation. • SRHS Hospitals & Providers will not restrict my treatment if I choose not to sign this authorization. • A photocopy/fax of this authorization will be treated in the same way as an original. • SRHS's records may include records received from other organizations. If these records have been used by SRHS and filed in the record SRHS maintains about you, these records may be released with your SRHS records. • SRHS cannot prevent re-disclosure of your information by recipient of your records under this authorization. By signing this authorization, you release SRHS from any and all liability resulting from a re-disclosure by the recipient. • Your signature indicates that you have read and understand this form, and authorize release of your information as described above. 	
Signature of Patient / Legal Representative Date/Time Authority to act on behalf of patient (attach document)	
Witness Date/Time	

For office use only:

Patient ID Type/Number: _____

Encounter/MR #: _____

Processed By: _____

Date/Time: _____

Patient Label

**GENERAL CONSENT TO TREAT/
PATIENT AUTHORIZATION/ACKNOWLEDGEMENT OF BENEFITS RELEASE**

The following are the conditions for services provided by the Medical Group of the Carolinas which is affiliated with Spartanburg Regional Health Services District, Inc. (District) for the patient whose name appears at the bottom of this page.

CONSENT FOR MEDICAL TREATMENT

I/we voluntarily consent to medical treatment and diagnostic procedures provided by Medical Group of the Carolinas and its associated physicians, clinicians and other personnel. I/we consent to the testing for infectious diseases, such as, but not limited to syphilis, AIDS, hepatitis and testing for drugs if deemed advisable by my physician. I/we am/are aware that the practice of medicine and surgery is not an exact science and I/we acknowledge that no guarantees have been made as to the result of treatments or examinations.

AUTHORIZATION FOR RELEASE OF INFORMATION

The practice and physicians are authorized to release any medical information required in the processing of applications or submission of information for financial coverage, discharge planning and further medical treatment. To include information referring to psychiatric care, sexual assault or tests for infectious diseases including AIDS/HIV for services provided during this visit. I/we also agree to the release of medical or other information about me to government federal or state regulatory agencies as required by law.

TELEPHONE AUTHORIZATIONS

You hereby grant permission and consent to us, our assignees, and third party collection agents: (1) to contact you by telephone at any telephone number associated with you, including wireless numbers: (2) to leave answering machine and voicemail messages for you, and include any such messages information required by law (including debt collection laws) and/or regarding amounts owed by you: (3) to send you text messages or emails using any email addresses you provide: (4) to use pre-recorded/artificial voice messages and/or an automatic dialing device (an "auto dialer") in connection with any communications made to you or related to your account.

ASSIGNMENT OF INSURANCE BENEFITS

I/we guarantee payment of all charges made for or on account of the patient and I/we assign our rights in any insurance benefits or other funding to the physician and the Medical Group of the Carolinas. I/we understand that I/we am/are responsible for any charges not covered by insurance or other forms of benefits. I/we understand the Medical Group of the Carolinas can obtain my/our credit report for review in collection of this debt. In the event that this account is placed with a collection agency or attorney for collection or collected following the SC Setoff Debt Collection Act, I/we shall pay all collections fees and costs, including reasonable attorney's fees. For Medicare beneficiaries: I/we have provided all necessary information for proper assignment of Medicare benefits.

WORKER'S COMPENSATION PATIENT RECORDS RELEASE AND AUTHORIZATION FORM

I understand that South Carolina and North Carolina Worker's Compensation law provides that written information which pertains directly to a workers' compensation claim must be provided by a healthcare facility/physician to the insurance carrier, the employer, the employee, their attorneys, or the applicable State Workers' Compensation Commission pursuant to the SC Code Ann § 42-15-95 and NC ST § 97-27. I authorize Spartanburg Regional Healthcare System (SRHS) to provide copies of my medical records or to speak to duly authorized representatives of any of the above regarding my medical records, medical treatment, or condition.

ACKNOWLEDGEMENT OF RECEIPT OF NOTICE OF PRIVACY PRACTICES

I/we have received a copy of the Notice of Privacy Practices. The notice describes how my health information may be used or disclosed. I understand that I should read it carefully. I am aware that the Notice may be changed at any time. The Notice of Privacy Practices may be accessed at www.srhs.com.

Patient Date of Birth

Patient Name

Date and Time

Signature of Patient/(Relationship to Patient)
(Parent, Guardian or Legally Authorized Representative)

Hospital Witness

Signature of Guarantor (Relationship to Patient)

THIS NOTICE DESCRIBES HOW MEDICAL INFORMATION ABOUT THE PATIENT (YOUR EMPLOYEES) MAY BE USED AND DISCLOSED AND HOW YOU CAN GET ACCESS TO THIS INFORMATION. PLEASE READ THIS NOTICE CAREFULLY. If you have any questions about this Notice of Privacy Practices, please ask a member of the staff where you receive healthcare services. You may also contact our Privacy Office of Corporate Integrity at 864.560.6321.

AS A COVERED ENTITY SPARTANBURG REGIONAL HEALTH SERVICES DISTRICT, INC. (SRHS) IS COMMITTED TO YOU AND YOUR EMPLOYEE'S PRIVACY

AUTHORIZATION FOR RELEASE OF INFORMATION

Except for disclosures that are required by law, the healthcare provider needs to "make reasonable efforts" to ensure that only the minimum amount of information is disclosed to achieve the intended purpose. This is important when the healthcare provider is conducting an evaluation for a specified limited purpose and the patient discloses other unrelated PHI. It is important to clarify the issue of the permitted scope of ex parte communications between a health care provider and an employer in the context of Workers' Compensation. The General Assembly amended the Workers' Compensation statute to clarify that communications other than written requests for records are allowed, provided that certain conditions are met.

MINIMUM NECESSARY

Covered entities are required to limit the amount of protected health information to the minimum necessary to accomplish the workers' compensation purpose. The permissible topics for communications with the employer are: (a) the employee's medical history; (b) diagnosis; (c) causation; (d) course of treatment; (e) prognosis; (f) work restrictions, and (g) impairments.

Of note, the risks of violating the requirements of the law fall on both the healthcare provider and the employer. And the employer may lose the ability to use any information obtained in violation of the law in Workers' Compensation proceedings. Although the employee's consent is not required, employers cannot communicate with a health care provider about the employee's medical information without the employee's knowledge.

Regulation 67-1308 requires the employer to give the employee at least ten days' oral or written notice of proposed discussions unless otherwise agreed to by the parties (including the employee), and the employee and his or her attorneys are allowed to attend and participate in the discussions. Although there is no requirement (implied or otherwise) that the healthcare provider obtain assurances that such notice was provided to the employee, given the risks of a violation Spartanburg Regional Healthcare System (SRHS) deems it appropriate for an SRHS provider to make such an inquiry.

Guidelines and Instructions for Medical Exams

Dear Employee:

You have been chosen to have your pre-employment physical with Spartanburg Regional's Corporate Health team! It is our pleasure to be of service throughout this process. Here are a few things that you need to know to help the process go smoothly.

- Please COMPLETELY FILL out this packet in black ink BEFORE your appointment.
- Please have your picture ID for verification.
- An eye examination will be part of your exam process. Please bring your current eyeglasses or contacts with you to ensure an accurate assessment of your vision.
- A hearing test (audiogram) is part of your exam. If you routinely wear hearing aids, please bring them with you. If you have seen an audiologist for a significant hearing problem, please bring documentation regarding your audiologist's evaluation.
- Bring all medications or list of medications and dosages with you to the appointment.
- Please be prepared to give a urine specimen for testing and/or possible drug testing. The urine specimen may be tested for glucose(sugar) to check for diabetes or blood/protein for kidney disease. If the urine specimen is positive for glucose, a finger stick for blood glucose (blood sugar) is required. *Do not eat excessive sweets or meals prior to arrival as this may elevate your blood sugar.*
- There will be essential function testing for ability to perform the job. This is a functional test that will require strenuous movements and exercise. Blood pressure, heart rate, and sugar levels are assessed day of the screening to assess ability to perform the functional testing. Take any prescribed medication and we suggest you DO NOT eat or drink salty foods, caffeine, energy drinks, take decongestants or use nicotine products before your appointment.
- You must wear comfortable/athletic type clothing and close toed/close heel shoes preferably tennis/athletic shoes.
- Due to safety, there are no children allowed in the testing area.
- Please arrive at least 15 minutes before your appointment time to allow for paperwork and check-in procedures.

If you have any questions regarding your medical physical, please contact your employer who will be able to assist you.

Thank you for choosing Spartanburg Regional for your organization's healthcare needs

MEDICAL RECOMMENDATION REPORT (non-EFT)

Employee Name: Natalie Tester
Social Security Number: 000-00-0000
Company: The Best Test Company, LLC
Job Title: Testing Lead
Contact Person: Sabrina Smith Tester

Date: 10/7/2020
Department: Test Dept
Phone: 864-222-3333
Fax: 864-444-5555

TYPE OF EXAMINATION:

Preplacement	<input checked="" type="checkbox"/>	Periodic	<input type="checkbox"/>	Medical Surveillance	<input type="checkbox"/>
Termination	<input type="checkbox"/>	IME	<input type="checkbox"/>	Respirator Fitness	<input type="checkbox"/>
Office Visit	<input type="checkbox"/>	Exposure	<input type="checkbox"/>	Mobile Equip. Operator	<input type="checkbox"/>
Other	<input type="checkbox"/>	Hazmat	<input type="checkbox"/>		

PHYSICIAN'S REPORT:

Work suitability determination:

- RECOMMEND NO LIMITATIONS: based on the employee's history and physical examination there is no detected medical condition which would place the employee, coworkers, or public at increased risk of impairment from work activities.
- RECOMMEND WITH LIMITATIONS _____
- NOT RECOMMENDED
- ON HOLD, PENDING ADDITIONAL MEDICAL REVIEW

Comments: _____

Physician Signature: Test Physician, MD Date: 10/7/2020

150 D Street
Greer, SC 29651
(864) 879-1948, Fax: (864) 801-4398

Work Status Summary

Company: The Best Test Company, LLC
123 Somewhere Drive
Spartanssssburg, SC 21365

Employee: Test K Test

Attention: Sabrina Smith
Telephone: (864) 222-3333
Fax: (864) 222-3332
Smitht@TBTC.com

Ident: xxx-xx-1902
Department:
Job Title:

DOB: 4/14/68

Phone:

Provider: Williams, Trena
Visit Date: 4/22/19 Time In: 12:25PM Out:

Purpose: Workers Comp. New

Insurance Information

The Best Test Company, LLC
123 Somewhere Drive
Spartanssssburg, SC 21365

Contact: Sabrina Smith
Telephone: (864) 222-3333 Ext:
Fax: (864) 222-3332
Smitht@TBTC.com

Current Work Restrictions

SRHS Work Restrictions

Starting: 4/22/19 Continuing

This patient should be restricted to light work - lift 20 lbs max.
May continuously stand for 5-6 hours.
Restricted to repetitive hand(s) movement: no pushing/pulling.
Any restrictions are for work and at home.

Work Status

Work Status: Return to Work with Restrictions, as of 4/22/19

I acknowledge the instructions given above.

Patient Signature

Date

Billing Code Descriptions

Corporate Health

Code	Description	Code	Description
BATER	Breath Alcohol Testing in ER	METSCREEN	Metabolic Screening
BATRECON	Breath Alcohol Reconfirmation	Mobi	Mobile Equipment Physical
BATREG	Breath Alcohol	MROFE	MRO Fee
BBPTR	Bloodborne Pathogen Training	MUMPS	Mumps Titer
BIOMETRIC	Biometric Screening	NICOCLINIC	Nicotine Test In Office
Bloodchromiu	Blood Chromium Test	OCCA1C	OCC HEALTH Hemoglobin A1-C
BLOODDRAW	Blood Draw	OCCA12	OCC HEALTH CA-125
CBC	Complete Blood Count	OCCCREACT	C Reactive Protein
CBCBDL	CBC Bundle	ONSITEHE	On-Site Health Services
CBCBDL1	CBC, CMP, LIPID Bundle	OSHAC	OSHA Complete Physical
CBCBDL2	CBC, CMP, LIPID, TSH	OSHAP	OSHA Partial Physical
CBCBDL3	CBC, CMP, LIPID, TSH, PSA	OZINC	ZPP Level Zinc
CMP	Comprehensive Metabolic Profile	PFTREG	PFT And Questionnaire ONLY
CPRHEART	CPR Heart Saver Education	PFTRSREG	Resp Quest, PFT & Provider Visit
CPRHP	CPR Healthcare Provider	PHAFOCUSED	PHA Focused Exam
DOTDSCREG	DOT D/S Collect On-Site	PHAPX	PHA Physical
DOTDSREG	DOT Drug Test	PHYREG	Regular Physical
DOTREG	DOT Physical	PSA	Prostate Specific Antigen
DS10ER	Drug Screen 10 Panel in ER	RABIESGLOBUL	Rabies Globulin Vaccine
DS10INST	10 Panel Instant Drug Test	RABVAC	Rabies Vaccine
DS5INST	5 Panel Instant Drug Test	RANDOMSETUP	RANDOM DRUG SCREEN SET UP FEE
DSCOLCREG	Drug Screen Collection at Company	RDSANNFEE	Random Drug Screen Program Annual Fee
DSCOLREG	Drug Screen Collection - Company Supplied COC	RRREG	Railroad Physical Regular
DSCOREG	Drug Screen Done On-Site	RSFIT	Quantitative Respirator Fit Test with machine
DSREG	5 Panel Drug Screen	RSFITREG	Qualitative Resp Fit Test w Hood
DSSAP10EX	Sap 10 Drug Screen w/ Exp Opiates	RSFITCQUAL	RespFit @Company- Qualitative
DSSAP10EXCO	Sap 10 DS w/ Expanded Opiates at Company	RSFITCQUAN	RespFit @Company- Quantitative
EARIRRIG	Ear Irrigation	RSQREG	Respirator Questionnaire Review

Billing Code Descriptions con't

Corporate Health

Code	Description	Code	Description
EKGREG	EKG	RTWCOMPLX	Return to Work Exam Complex
ESCREENDS	E Screen Drug Screen	RTWSIMPLE	Return to Work Exam Simple
EXPOTRTMNT	Exposure Treatment	RUBELLA	Rubella Titer
FFAREG	Flight Physical	RUBEOLA	Rubeola Titer
FFDE1	Fit For Duty Established Level 1	SAP10CO	SAP 10 Drug Screen On-Site
FFDE2	Fit for Duty Established Level 2	SAP10REG	SAP 10 Regular Drug Screen
FFDE3	Fit for Duty Established Level 3	TB GOLD	Quantiferon-TB Gold Test
FFDN1	Fit For Duty New Level 1	TBASTREG	TB Annual Assessment Regular
FFDN2	Fit For Duty New Level 2	TBCOREG	TB Test Done At Company Site
FFDN3	Fit For Duty New Level 3	TBCREG	TB Skin Test Office Regular
FLUREG	Flu Vaccination	TBFACREG	TB Test In Clinic
FSBS	Finger Stick Blood Sugar	TBREG	TB Skin Test Office Regular
FuncTest	Functional Testing by PT	Tdap	Tetanus, Diphtheria, Pertussis
GLUCOSE	Blood Glucose Testing	Tet0.5(Grp)	Injection WC - Tetanus 0.5 mL
HAIRCOREG	Hair Drug Screen On-Site	TETREG	Tetanus And Diphtheria Vaccine
HAIRDSCOL	Hair Drug Screen Collection	THYROID	THYROID PROFILE
HAIREXPDS	Hair Drug Screen w. Expanded Opiates	TITMREG	Titmus Eye Exam
HAIREXPDSC	Hair Drug Screen w. Expanded Opiates On-site	TONO2REG	Tonometry Two Eyes
HAIRREG	Hair Drug Screen Regular	TONOREG	Tonometry One Eye
HEARREG	Hearing Test	TSH	Thyroid Stimulating Hormone
HEMOREG	Hemocult Regular	TSHBDL	Thyroid Bundle
HEPBREG	Hepatitis B Vaccine	VARIC	Varicella Titer
HEPBTRREG	Hepatitis B Titer	VITALS	Ht, Wt, BP, P, R, T
HEPBTCREG	Hepatitis B Titer @ Company	WEIGHT	Weight Check
HEPLISAV	New Hepatitis B Vaccine (Hepilisav)	WELLNESS	WELLNESS
ISHTEST	Ishihara Color Test	WHISPER	Hearing – Whisper Test
LEAD	Lead Level Blood Testing	XRC1REG	Chest X-Ray One View
LIPIDBDL	Lipid Bundle For HRA	XRC2REG	Chest X-Ray Two Views
HMETSCREEN	Heavy Metals Screen	Z0002	FORMS COMPLETION