



Occupational Health Safety & Wellness

Pre-Employment Health Appointment Preparation Checklist

As a condition of hire, all new employees must have an in-person Pre-Employment Health Screen appointment with Occupational Health Safety & Wellness.

These are the things you need to do before your Pre-Employment Health Screen appointment:

1. Complete the [Occupational Health Record form](#). This provides baseline information for your health and safety.
2. Book your appointment with Occupational Health Safety & Wellness [here](#).
3. Bring any immunization or blood work records you have for:
 - COVID-19
 - Measles, Mumps, Rubella (MMR)
 - Tetanus, Diphtheria, Pertussis (Tdap)
 - Varicella (Chicken Pox)
4. If you will be working in **patient care areas**, bring any immunization/ blood work or records you have for:
 - Hepatitis B
 - *Tuberculosis* (TB) skin test
5. If you will be working in a **level 2 or 3 laboratory**, bring any immunization records you have for:
 - Meningococcal vaccine
6. Email your completed Occupational Health Record form and immunization/blood work records **before** your appointment to OH2preplacements@nshealth.ca.
7. Bring your completed Occupational Health Record form and immunization/blood work records to your pre-employment health screen appointment.

Accepted immunization records include:

- Copies of immunization record from Public Health. Click [here](#) for the request form for your immunization records from Public Health.
- Personal proof of immunization records with the date received, vaccine type, and health care provider's initials (e.g., physician's office, pharmacy record).
- Records from [VaxRecordsNS](#), [CANImmunize](#), or [DalMedix](#)
- Records from post-secondary educational institution
- Official vaccination receipts issued by a Province/Territory or respective Public Health Agency
- Other government-issued proof of immunization

If you are unable to retrieve your immunization/blood work records, **you should still attend your appointment with Occupational Health Safety & Wellness**. During your appointment, Occupational Health Safety & Wellness will determine if blood work to determine your immunity status is needed.