

NOTICE TO PROSPECTIVE UNIVERSITY OF HAWAI'I EMPLOYEES AND VOLUNTEERS

The State of Hawai'i Department of Health rules and regulations require an individual having regular and direct contact with students or food handling duties to furnish a certificate of TB clearance from a licensed U.S. practitioner or the State of Hawai'i Department of Health stating that the holder is free of communicable tuberculosis. The certificate must be presented prior to the start of:

- employment
- volunteer service totaling more than fifteen (15) days (not necessarily consecutive) within any calendar year.

- A. For employees and volunteers coming from a school or post-secondary school setting in Hawai'i, a copy of the original certificate issued for the purpose of employment in a school or post-secondary school setting.
- B. For employees and volunteers coming from outside a school or post-secondary school setting in Hawai'i, the certificate must be issued within twelve (12) months prior to the start of employment or volunteer service totaling more than fifteen (15) days (not necessarily consecutive) within any calendar year.
- C. For employees and volunteers who do not have contact with students, but are engaged in food handling duties, a copy of a certificate of TB clearance.

Type of Examination Required

The examination for tuberculosis shall include a Mantoux tuberculin test and, if the test shows a positive reaction, a chest x-ray. A negative tuberculin test or chest x-ray shall be accepted as evidence of freedom from tuberculosis.

Certificate of TB Clearance Requirements

The certificate of TB examination shall be 1) a certificate issued by the State of Hawai'i Department of Health stating that the holder is free of communicable tuberculosis or 2) a statement by a licensed U.S. practitioner on a form approved by the State of Hawai'i Department of Health stating that the practitioner has examined an individual on a particular date and found the person to be free of communicable tuberculosis.

A certificate issued by a licensed U.S. practitioner must include the dates of administration and reading of the Mantoux tuberculin test, the transverse diameter of induration in millimeters, the date, location and name of the reader of the chest x-ray (if applicable), and the signature or unique stamp of the practitioner.

Attachment 1

Where to Obtain Tuberculosis Examination

Prospective volunteers for more than fifteen (15) days (not necessarily consecutive) within any calendar year and employees may obtain tuberculosis examinations through:

- a. a licensed U.S. practitioner
- b. State of Hawai'i Department of Health or
- c. The University of Hawai'i Student Health Center

NOTE: The Department of Health will administer free tests as required by law and Department of Health Administrative Rules. Please have employee or volunteer contact the Department of Health to determine if employee or volunteer meets the eligibility for free testing.

Employees and volunteers may be referred to the Department of Health Lanakila Comprehensive Health Center and other Department of Health Centers, or the University of Hawai'i's Student Health Center. Tuberculosis tests administered by the University's Health Center and licensed U.S. practitioners may be given for a nominal fee.

1. Volunteers with service totaling more than fifteen (15) days (not necessarily consecutive) within the same calendar year and employees living in the State of Hawai'i may obtain tuberculosis examinations through a licensed U.S. practitioner, the State of Hawai'i Department of Health, or the University of Hawai'i Student Health Center. The skin tests and chest x-rays are available free of charge from the Department of Health Lanakila Comprehensive Health Center, 1700 Lanakila Avenue, Honolulu, Hawai'i, or at the Health Centers of the State of Hawai'i Department of Health for individuals who are required by law or Department of Health regulations to have tuberculosis clearance. The University of Hawai'i Student Health Center charges a nominal fee for tuberculosis tests.
2. Prospective employees living on the U.S. mainland must provide a valid certificate from a licensed U.S. practitioner stating that the holder is free of communicable tuberculosis in accordance with State of Hawai'i Department of Health standards.
3. Prospective employees coming from a foreign country may either obtain a certificate of TB clearance from the State of Hawai'i Department of Health or a licensed U.S. practitioner upon arrival and prior to the start of employment. If the test is to be completed on the U.S. mainland or in Hawai'i, the procedures in paragraphs (1) or (2) should be followed.