



Open Range
SOFTWARE

CTS User Manual

IH/Medical Surveillance Interface

Last Edited: 24 October 2022

Table of Contents

Introduction.....	1
What is the CTS IH/Medical Surveillance Interface?	1
Finding The GAP	2
View From IH.....	2
View From Medical	2
Identifying The GAP.....	2
Automating The Process	3
Medical Master List	3
IH Program Lead Recommendations List In CTS.....	3
Behind The Screens	3
IH Queue For Medical Surveillance Discrepancy Resolution.....	3
Reports	5
Immediate Actions And The Medical Queue.....	4
Medical Queue For Resolving IH Requests.....	4

Introduction

What is the CTS IH/Medical Surveillance Interface?

Part of maintaining a healthy workforce and ensuring compliance with regulatory standards is the effective implementation of a medical surveillance program. Medical surveillance programs help the healthcare provider determine the tests a worker needs to monitor for health effects to potential exposures in the workplace. Additionally medical surveillance program tests can evaluate a worker's capability to physically cope with the demands of stressful environments such as hot work, wearing a respirator, confined space entry, and more.

There are a several means by which workers may be assigned to a medical surveillance program, but often the assignment comes from a healthcare provider talking to the worker, receiving input from the worker's supervisor, and from the Industrial Hygienist during their everyday evaluations of worker risk to potential hazards.

The healthcare provider and Industrial Hygienist share a duty to help manage the addition and removal of workers from medical surveillance programs. Together they can help maximize support to those workers with the greatest need while reducing unnecessary costs by ensuring that only appropriate workers are enrolled in medical surveillance programs.

Managing participation rates

The CTS IH/Medical Surveillance Interface is a tool designed to help manage participation rates for medical surveillance programs to help ensure all workers who require coverage are listed, while helping to ensure that workers who do not need coverage are removed.

Health and cost management

By effectively maintaining medical surveillance program enrollments to only those workers that meet enrollment criteria your business can ensure they meet their regulatory and compliance obligations in a cost-effective manner while providing appropriate protection and health coverage for exposed workers.

Communication metrics

By using the CTS IH/Medical Surveillance Interface participation and decisions are automatically logged, providing metrics that are immediately available on an everyday basis showing total participation as well as patterns of additions and removals over time.

Finding The GAP

View From IH

The IH view for medical surveillance programs is largely based on the potential for exposures to a hazard substance at or above a medical action value.

The IH lead for a program creates the recommendations list from the experience and risk judgments of the field IH's, personal and area monitoring to measure actual exposure, and their overall knowledge of site activities as compared to the enrollment criteria they are using.

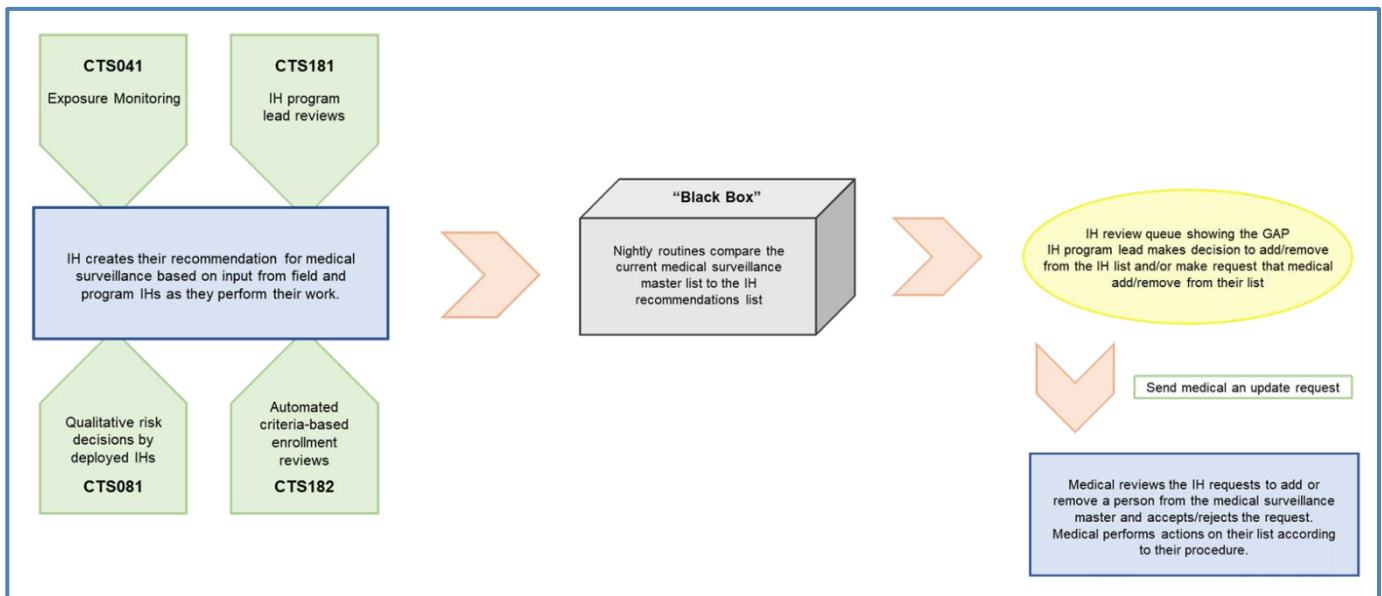
View From Medical

The medical provider typically manages the overall master list of personnel enrolled in various medical surveillance programs (IH and others), as this dictates part of the requirements for determining visit frequency and tests and procedures to perform on a worker.

Identifying The GAP

When there are multiple parties involved in managing a process it is very common to have communication challenges. This may cause enrollment lists to include individuals who do not meet the enrollment criteria and at times may also fail to include workers who should be on the list.

Quickly and easily identifying and resolving the gap between what IH, medical and supervisors think is 'correct' and what the medical surveillance master actually lists is crucial to using resources in the most cost-effective way for health assurance and for meeting regulatory and compliance obligations.



Automating The Process

Medical Master List

Medical manages the official medical surveillance lists using data database of their option and provides views of the IH lists that can be accessed via CTS stored procedures. The format of the view must contain at least the badge identifier of the worker and the medical surveillance program ID which will be the same in the medical system and in the CTS database.

IH Program Lead Recommendations List In CTS

The IH program lead manages a recommendations list in CTS based on feeds from health risk assessment studies, exposure monitoring, and overall site knowledge as compared to the medical program enrollment criteria.

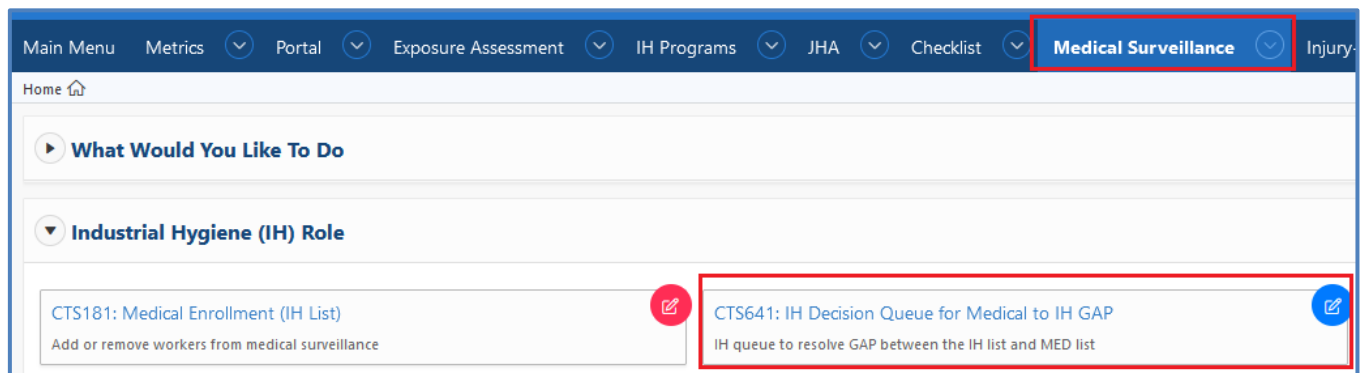
Health Risk Assessment determines the baseline risk based on IH professional judgement. Worker rosters assigned to a baseline risk provide a feed to the IH lead for a medical surveillance program. Personal and area sampling provide measured support to the IH risk judgement and demonstrate compliance status to requirements. Worker monitoring with results over a medical action value are automatically fed into the IH lead review for applicable medical surveillance programs.

Behind The Screens

Behind the screens the IT group has implemented the CTS stored procedures to automatically perform a nightly load which compares the medical master list and IH recommendations list showing discrepancies in an IH queue for review.

IH Queue For Medical Surveillance Discrepancy Resolution

On some frequency, IH program leads will review discrepancies between their recommendations list and the official medical surveillance list. A worker will continue to show up on the discrepancy list each day until a decision is made and carried through to completion. In **Medical Surveillance**, under *Industrial Hygiene (IH)* submenu, click **CTS641: IH Decision Queue for Medical to IH GAP** button.



Click checkbox(es) and/or radio buttons to select workers. Click buttons to request addition/removal of workers to MED LIST or CTS-IH LIST.

Click any *TQP ID* hotlink to view report in a new browser tab.

CTSMED / CTS641: IH Decision Queue for Medical to IH GAP

NOT IN MED LIST NOT IN CTS-IH LIST

Request Addition of Checked Workers to Medical List Remove Checked Workers from IH List Add Checked Workers to IH List Request Removal of Checked Workers from Medical List

<input type="checkbox"/> Add	<input type="radio"/> Remove	Worker Name	Badge ↑	Medical Surveillance Program	TQP ID	Status	Load Date	Edit Why Add	Why Add	Why Remove	Edit Why Remove
<input type="checkbox"/>	<input type="radio"/>	SYSTEM	ITBADGE	IMMUNO	M0000012	NOT IN IH LIST	02-OCT-2022		On Medical List - but not IH. Adding to the IH list accepts Medical as correct		
<input type="checkbox"/>	<input type="radio"/>	REPWORKE	REPWKRBADGE	IMMUNO	M0000012	NOT IN IH LIST	02-OCT-2022		On Medical List - but not IH. Adding to the IH list accepts Medical as correct		
<input type="checkbox"/>	<input type="radio"/>	WORKER.PP	WKRBADGE	FORMALDEHYDE	M0000007	NOT IN IH LIST	02-OCT-2022		On Medical List - but not IH. Adding to the IH list accepts Medical as correct		
<input type="checkbox"/>	<input type="radio"/>	WORKER.PP	WKRBADGE	IMMUNO	M0000012	NOT IN IH LIST	02-OCT-2022		On Medical List - but not IH. Adding to the IH list accepts Medical as correct		

1 - 4 of 4

Immediate Actions And The Medical Queue

Actions made by the IH Program Lead is to add/remove workers to the IH programs list are changed immediately in the CTS program and the review process is complete.

Actions made requesting a worker to be added or to be removed from the medical system are not immediate, rather the IH program request is transferred into the Medical review queue where it will await an **A**cccept or **R**eject decision from the designated medical lead.

Medical Queue For Resolving IH Requests

When an IH Program Lead decides it is necessary to request a worker be added to the medical master, or to be removed from the medical master those requests are placed into a medical queue.

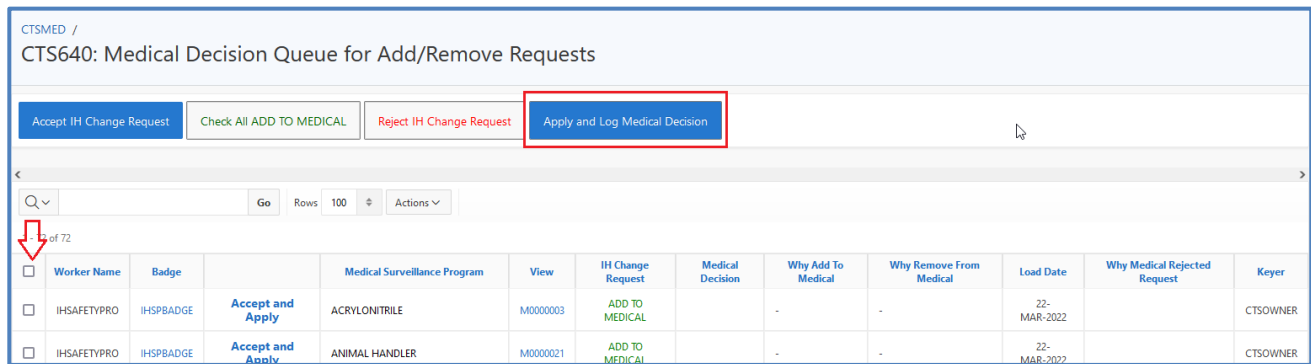
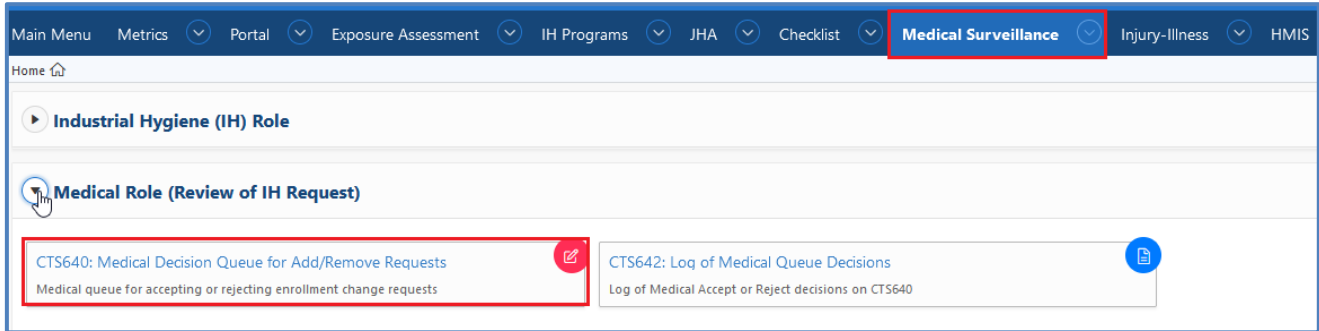
The medical lead assigned to review and act upon the IH requests will **a**cccept or **r**eject each request.

After a record is flagged for accept or reject to apply the decision the medical SME will need to click the Apply and Log Medical Decisions button. Applying the decisions formalizes the decision and sends the record to the decision log.

Any rejection of the IH request is expected to be handled as a one-on-one discussion between the IH and Medical program leads.

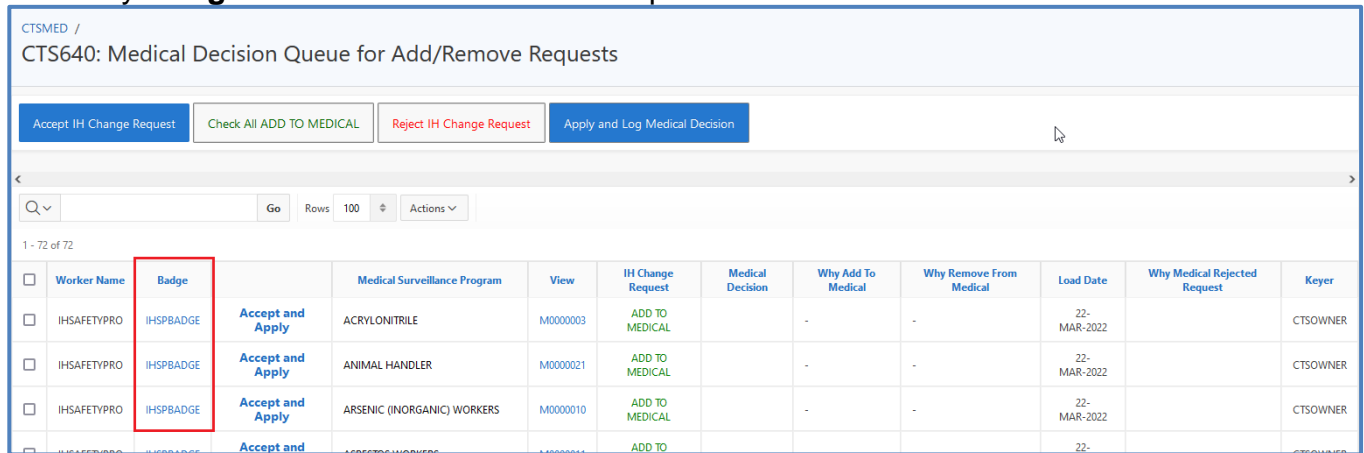
When Medical accepts an IH request they will implement the request on their computer system in whatever manner is set up. This process could be manual or automatic, but the expectation is that the medical system will be changed. Otherwise, the worker will show up in the discrepancy bucket again the next day.

In **Medical Surveillance**, under *Medical Role (Review of IH Request)* submenu, click **CTS640: Medical Decision Queue for Add/Remove Requests** button.



Reports

Click any **Badge** hotlink to view the worker report in a new browser tab.



Safety and Health Information Summary as of 24-OCT-2022

Last Name: **IHSAFETYPRO**
 First: **SANDY**
 Middle: **SANDY**
 Call Name: **SANDY**
 Badge ID: **IHSPBADGE**
 Logon ID: **IHSPLOGON**
 Site: **SITE**
 Company: **COMPANY**

Job and Org Detail

Job Title: **INDUSTRIAL HYGIENIST**
 Job Category: **IH-SAFETY**
 Organization: **IHSL1 IHSL1**
 Org Category: **SAFETY AND HEALTH**
 Location: **AREA 1 BUILDING 1 ROOM 3**
 Supervisor: **CHARITY COX**
 Email Address: **IHSP@FAKE.MAIL**
 Worker Status: **EMPLOYEE - ACTIVE**
 Worker Sex: **FEMALE**

Other

Consider this person an IH-Safety person for use with the Exposure Assessment and IH Program modules **Yes**

Medical Surveillance Program

Medical Surveillance	Report ID
ACRYLONITRILE	0000003
RESPIRATORY PROTECTION WORKER	0000022
SILICA WORKER	0000023
THALLIUM WORKER	0000024
TOWER CLIMBER	0000025
VINYL CHLORIDE	0000026

HR Position Work History

Start Date	End Date	Position Description
04-OCT-2022	-	IHSL1 INDUSTRIAL HYGIENIST

Personal Exposure Monitoring

Sample Date	Survey ID	Sample ID	Assessment	Type	Respirator	Agent	Result	Unit	AL	OEL	Source
17-JUN-2022	SID00046	SID0004604	PERSONAL AIR	8 HOUR TWA	-	1-BROMOPROPANE	2	PPM	-	0.1	ACGIH 2016 (A3)

Injury and Illness

Date	Case	Case Code	Accident Type	Investigation Status	Org id1	Org id2	Org id3	Org id4	Org id5	Org id6	Organization Description
17-FEB-2022	-	00	MOTOR VEHICLE	CLOSED	IHSL1	-	-	-	-	-	IHSL1
04-FEB-2022	-	02	INJURY ILLNESS	CLOSED	IHSL1	-	-	-	-	-	IHSL1
03-FEB-2022	21005	04	INJURY ILLNESS	CLOSED	IHSL1	-	-	-	-	-	IHSL1
12-JAN-2022	20095	4B	INJURY ILLNESS	CLOSED	IHSL1	-	-	-	-	-	IHSL1
07-JAN-2022	20084	4A	INJURY ILLNESS	CLOSED	IHSL1	-	-	-	-	-	IHSL1
06-JAN-2022	20075	4B	INJURY ILLNESS	CLOSED	IHSL1	-	-	-	-	-	IHSL1
01-JAN-2022	20071	04	INJURY ILLNESS	CLOSED	IHSL1	-	-	-	-	-	IHSL1
30-DEC-2021	20063	4B	INJURY ILLNESS	CLOSED	IHSL1	-	-	-	-	-	IHSL1

Close browser tab when finished viewing.

Click any View hotlink to view **Qualification Program Detail** report in a new browser tab.

CTSMED / CTS640: Medical Decision Queue for Add/Remove Requests

Accept IH Change Request Check All ADD TO MEDICAL Reject IH Change Request Apply and Log Medical Decision

Q Go Rows 100 Actions

1 - 72 of 72

<input type="checkbox"/>	Worker Name	Badge		Medical Surveillance Program	View	IH Change Request	Medical Decision	Why Add To Medical	Why Remove From Medical	Load Date	Why Medical Rejected Request	Keyer
<input type="checkbox"/>	IHSAFETYPRO	IHSPBADGE	Accept and Apply	ACRYLONITRILE	M0000003	ADD TO MEDICAL		-	-	22-MAR-2022		CTSOWNER
<input type="checkbox"/>	IHSAFETYPRO	IHSPBADGE	Accept and Apply	ANIMAL HANDLER	M0000021	ADD TO MEDICAL		-	-	22-MAR-2022		CTSOWNER
<input type="checkbox"/>	IHSAFETYPRO	IHSPBADGE	Accept and Apply	ARSENIC (INORGANIC) WORKERS	M0000010	ADD TO MEDICAL		-	-	22-MAR-2022		CTSOWNER
<input type="checkbox"/>	IHSAFETYPRO	IHSPBADGE	Accept and Apply	ASBESTOS WORKERS	M0000011	ADD TO MEDICAL		-	-	22-MAR-2022		CTSOWNER
<input type="checkbox"/>	IHSAFETYPRO	IHSPBADGE	Accept and Apply	BENZENE	M0000004	ADD TO MEDICAL		-	-	22-MAR-2022		CTSOWNER
<input type="checkbox"/>	IHSAFETYPRO	IHSPBADGE	Accept and Apply	BENZIDINE	M0000005	ADD TO MEDICAL		-	-	22-MAR-2022		CTSOWNER

Qualification Program Detail

Program ID: M0000003
Program title: ACRYLONITRILE
Program Lead: IHSAFETYPRO,SANDY (IHSPBADGE)

[Enrollment Criteria](#)

Chemical or Physical Hazard Program
 Hazardous Activity Program
 Certification Program

Check to List on CTS599 Surveillance Program Enrollment Request Form
 Check to Require a Program Lead Concur or NoConcur on CTS599
 Check to Indicate if once Enrolled, the Enrollment is Lifetime
 Check to show this program on the 178 and 179 reports for AU Roster comparison
 Check to ALWAYS accept Medical as correct - Force IH List to Match Medical when 623 is Imported

[DeEnrollment Criteria](#)

Worker Roster

Close browser tab when finished viewing.