

Intermountain Healthcare Prerequisite MONTANA Requirements

Workers (Worker) providing services to Intermountain Healthcare must submit to and successfully pass a urine drug screen, a criminal background check, and complete specified immunizations. Documentation of these tests and immunizations are maintained by the Worker's Employer (Employer). Verification of completion must be provided by the Employer to Intermountain Healthcare upon request.

Urine Drug Screen

Certified Laboratories / MRO:

The Employer should contract with a qualified laboratory capable of certifying a SAM-5 or SAM-9 drug screen by providing a Medical Review Officer (MRO) assessment for any positive results.

Urine Drug Screen:

A urine drug screen must be done after the offer is accepted and prior to the work assignment. If the Worker has a failed test (as defined below), he/she would not be eligible to work at an Intermountain facility for one year.

- SAM-5 urine drug test is required if the Worker is not providing patient care.
- SAM-9/10 urine drug test is required if the Worker is providing patient care, has direct patient contact, or providing courier services.

NOTE: Managers may require a random drug test.

SAM-5:

- Marijuana Metabolite
- Opiates to include Morphine, Codeine, Oxycodone, Hydrocodone
- Amphetamines / Methamphetamines
- Cocaine Metabolites
- Phencyclidine (PCP)

SAM-9/10:

- Marijuana Metabolite
- Phencyclidine (PCP)
- Benzodiazepines
- Cocaine Metabolites
- Opiates to include Morphine, Codeine, Oxycodone, Hydrocodone
- Barbiturates
- Propoxyphene / Metabolite
- Amphetamines / Methamphetamines
- Methadone

Failed Test:

- a. The presence of illegal drugs without MRO justification.
- b. The presence of prescription drugs and/or metabolites for which the tested individual does not have a current prescription.
- c. Tampered, or questionable urine sample.
- d. Two diluted samples or a tampered, or questionable urine sample.

Criminal Background Check

Intermountain requires a thorough criminal background check of seven years for all names associated with the Worker. The background check must be completed within 60 days of the worker's start date and will include:

- National sex offender search.
- Misdemeanor and felony convictions for multi-county, multi state.
- An Office of the Inspector General check ("OIG Check").
- System for Award Management (SAM) sanction search
- Office of Foreign Assets Control (OFAC) search
- State and County Registry search. Look for reported abuse sanctions.
- Social Security trace: State and County
- Education verification for Worker assignments requiring a degree or certification.

The Employer will determine whether a Worker passes a criminal background check based on the following:

If the Employer has an individual whose application or criminal background check reveals a past conviction, the Employer is required to conduct a targeted screening process as contemplated by the EEOC. This targeted screening considers (1) the nature and gravity of the offense or conduct, (2) the time that has passed since the offense, conduct and/or completion of the sentence, and (3) the nature of the job being sought. Individuals screened out by this process will have the opportunity to demonstrate - and for the Employer to consider - particular circumstances that may weigh against exclusion.

NOTE: There are certain items that are inconsistent with a job at Intermountain:

- If the Worker was convicted of a crime of a sexual or violent nature, or that involves drugs, the individual would not be eligible for a work assignment.
- If the Worker is listed in the OIG Check, the individual would not be eligible for a work assignment.

NOTE: If the Worker has worked for Intermountain previously and is given a new work assignment, a repeat criminal background check is not necessary, unless there has been a six month (or more) pause between assignments.

Immunizations

These immunization requirements may be revised as mandated by the Centers for Disease Control and Prevention ("CDC") or Intermountain Healthcare. Such revised requirements shall become binding upon and adhered to by the parties on and after the effective date as designated by the CDC or Intermountain Healthcare. If necessary, a medical or religious exemption or declination must be completed by the Employer before the worker begins their work assignment.

Employer verifies that Worker has completed the following immunizations.

NOTE: Unless previously immunized, the Measles, Mumps and Rubella (MMR), and Varicella (chicken pox) vaccinations require a series of shots or tests, each of which must be completed within 30 days of the required immunization or test action date.

1. Tuberculosis screening requirements. One of the following is required and must be completed within 30 days of the work assignment. There are no exemptions or waivers for TB testing.

- (a) One (1) QuantiFERON Gold blood test with negative result.
- (b) One (1) T-SPOT blood test with negative result.
- (c) 2-step TST (two separate Tuberculin Skin Tests, aka PPD tests, is placed no sooner than seven (7) days apart and no longer than twelve (12) months apart. The second test must be completed within 30 days of the start date.

If previously positive to any TB test, worker must complete a symptom questionnaire and have a chest x-ray read by a radiologist with a normal result. If there are positive responses to the symptom questionnaire, then they must be cleared by their physician or health department. Chest x-ray must have been taken within the previous 6 months. If chest x-ray is abnormal, the worker needs to be cleared by their physician or local health department before beginning their work assignment at an Intermountain Healthcare Facility.

2. Measles (Rubeola), Mumps and Rubella requirement. One of the following is required.

- (a) Proof of two (2) MMR vaccinations.
- (b) Proof of immunity to Measles (Rubeola), Mumps, Rubella through a blood test prior to immunization.
- (c) Religious or Medical Exemption

3. Varicella (Chicken Pox) requirement. One of the following is required:

- (a) Proof of two (2) Varicella vaccinations.
- (b) Proof of immunity to Varicella through a blood test prior to immunization.
- (c) Medical documentation of the disease

4. Tdap (tetanus, diphtheria and pertussis) requirement must be completed after age ten. Recommended every 10 years, If not current, then within 30 days of the work assignment.

- (a) Proof of one (1) Tdap vaccination.
- (b) Religious or Medical Exemption

5. Flu Vaccination requirement:

- (a) Proof of current, annual influenza vaccination, declination, or approved exemption for medical or religious reasons. Flu season generally runs from November 1st through April 1st. These dates may vary as determined by Intermountain Healthcare.

6. Hepatitis B. The Hepatitis B series should be offered to anyone who is at risk for an occupational exposure, which is defined as someone with a reasonably anticipated skin, eye, mucous membrane, or parenteral contact with blood or other potentially infectious materials that may result from the performance of their duties. One of the following should be performed:

- (a) Documentation of two (2) vaccinations of Hepatitis-B administered at least 30 days apart (dose 1 given any time after 18 years of age; Dose 2: 1 month after Dose 1) given more than 8 weeks prior to start date with no documented blood test results (no blood test is required, but a baseline titer should be run immediately if the person has a significant exposure to blood or body fluids).
- (b) Documentation of three (3) Recombivax HB or Engerix-B Hepatitis B vaccinations (dose 2 given at least one month after dose 1, and dose 3 given at least five months after dose 2) given more than 8 weeks prior to start date with no documented blood test results (no blood test is required, but a baseline titer should be run immediately if the person has a significant exposure to blood or body fluids).
- (c) HBsAb blood test with "Positive" or "Reactive" result.
- (d) Signed declination.

NOTE: 1) A Worker whose work assignment is not located at an Intermountain hospital campus, clinic or office building (every physical Intermountain location) is not required to complete immunizations.

2) A Worker who is assigned off-shore is not required to complete immunizations or a drug screen.

3) If the Worker is reassigned to an Intermountain facility, drug screening and immunizations are required.

Licensure and Certifications

License and certifications could vary based on job description. Please refer to specific Intermountain job descriptions for required certifications. All required certifications must be present prior to arrival and be immediately available throughout assignment.

- Primary source verification(s) of required license and certifications is mandated for all licensed/certified staff.
- Basic cardiopulmonary life support (BLS) certification is required for Position Specific Clinical workers.
- Current certification(s) pertaining to specific job function are required. ACLS, PALS, and NRP.
- NIHSS is required for all ICU RN's
- Fetal Heart Monitoring (AWHONN is required bi-annually), TNCC and MAB may also be required.

Agency	Intermountain Clinical Standard	Other Card Types (Non-Clinical)	Other Card Types (Lay Person)
American Heart Association	BLS Health Care Provider	Heartsaver AED	Friends and Family CPR
American Red Cross	CPR for the Professional Rescuer	Adult, Infant, and Child CPR and Heartsaver AED	Adult, Infant, and Child CPR and AED
National Safety Council (Utah Safety Council)	Basic Life Support for Healthcare and Professional Rescuers (Group instruction only)	Basic First Aid, CPR and AED	Basic First Aid, CPR and AED
Military Training Network	Same as American Heart Association		
Emergency Care and Safety Institute	Professional Rescuer CPR, Healthcare Provider CPR	CPR/AED Adult and Pediatric	CRP/AED or CPR Adult or Adult and Pediatric
American Safety and Health Institute	CPR Pro for the Professional Rescuer	CPR and AED for the Community and Workplace	CPR and AED for the Community and Workplace

Additional Documents

Additional documentation is required prior to the worker starting:

- Resume. An accurate and up to date Resume is needed.
- E-Verify or E-Verify attestation.
E-Verify Attestations must include:
 - ☐ Worker's full name
 - ☐ E-Verify case number - last 4 numbers is acceptable.
 - ☐ State that the worker is Authorized to work in the U.S.
 - ☐ Must be signed.
- Badge photo
 - ☐ Portrait Orientation
 - ☐ Includes full head, neck, and shoulders from the clavicle up.
 - ☐ Extends slightly beyond the shoulders.
 - ☐ White background
- Signed job description. Signed and dated description of duties, experience, education, and applicable certifications.
- Fit to work, a one-time physical examination is required at least 12 months prior to start. (Only for EVS, LifeFlight / transportation, and positions that would require lifting 50+ lbs. within the JD.) Exam results must indicate no work restrictions or limitations.
 - ☐ Driving roles require a DOT physical. No other physical will be accepted for Driving Roles. Driving roles are identified by the JD.
- Mask Fit Test, N95 mask fit testing will need to be completed prior to start for Clinical workers. Lab Workers (excluding Phlebotomy) and Sterile Processing workers are not required to take the mask fit test.
 - ☐ Acceptable Mask Model: 3M 1870+, 3M 1860, and 3M 1860s
- Government Issued Photo ID, current and valid photo identification:
 - ☐ state issued driver's license,
 - ☐ an unexpired US passport or,
 - ☐ other government issued identification.
 - ☐ Nurses will be required to provide a State Issued ID or Driver's License.
- Skills Checklist clinical self-assessment. Must be within the last year and include all departments the resource is able to work in. (Clinical Roles Only)