



Environmental Health & Safety Department, Campus Box 8106, Pocatello, ID 83209
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Appendix A - Respiratory Protection Program Procedures for Approved Respirator Use

1. Employee and Supervisor complete and sign the Respirator Hazard Assessment form and submit to EHS.
2. EHS Respiratory Protection Program Administrator:
 - a. Evaluates Respirator Hazard Assessment
 - b. Determines need for respirator.
 - c. Recommends respirator type, cartridges/filters and cartridge change-out schedule as needed.
 - d. Signs Respirator Hazard Assessment
3. Program Administrator refers employee for medical evaluation to Licensed Professional Healthcare Provider.
4. Health Care Provider provides medical determination of fitness for respirator use to EHS Program Administrator.
5. Department pays for medical evaluation and provides respirator as indicated on the Respirator Hazard Assessment
 - a. Copy of completed hazard assessment provided to Employee, Supervisor and Department.
6. EHS facilitates respiratory protection training and respirator fit-testing
 - a. Employee and supervisor receive documentation of fit testing
 - b. Supervisors complete initial Respiratory Protection training
 - i. Refresher training if needed and as deemed necessary by the Program Administrator.
7. Follow up medical evaluation required annually and when
 - a. An employee reports medical signs or symptoms that are related to ability to use a respirator;
 - b. A PLHCP, supervisor, or the respirator program administrator informs the employer that an employee needs to be reevaluated;
 - c. Information from the respiratory protection program, including observations made during fit testing and program evaluation, indicates a need for employee reevaluation; or
 - d. A change occurs in workplace conditions. (e.g., physical work effort, protective clothing, temperature) that may result in a substantial increase in the physiological burden placed on an employee.
8. Hazard assessment update, medical evaluation, respirator training and fit testing required annually