University of Connecticut
Occupational Health and Safety Program for Animal Handlers
Personnel Forms

Completion of these forms is required as part of the Occupational Health and Safety Program at UConn for persons listed on any Institutional Animal Care and Use Committee (IACUC) Protocol who have contact with animals used for research, teaching, or testing.

The Principal Investigator is responsible for insuring that each individual at risk under his/her oversight completes the attached forms, including the Pls themselves.

<table>
<thead>
<tr>
<th>Form A</th>
<th>Personal Profile and Declination form</th>
</tr>
</thead>
<tbody>
<tr>
<td>Two page form to be completed by all individuals listed on any IACUC protocol or those with significant animal contact. Page 2 is for declining any services as allowed by the program. The completed original form with signature is to be sent to EH&amp;S, Unit 4097. They can also be faxed (860-486-1106) or emailed to <a href="mailto:ehs@uconn.edu">ehs@uconn.edu</a> <strong>Annual updates are required.</strong></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Form B</th>
<th>Confidential Personal Health History Form</th>
</tr>
</thead>
<tbody>
<tr>
<td>This form must be completed unless participation is declined (Form A). Employees: All employees (non-student) who choose to fill out this form should send it to EH&amp;S, U-4097 Attn: Occ Med Review and mark as “confidential”. The forms will be forwarded for Occupational Health review with supporting documentation. Students: When used, send this form directly to SHW (Unit 4011 Attn: Animal Handler Review). The physicians will use the information from these forms as a basis for determining any necessary treatments and/or health counseling. Form B should be updated if you have any significant health changes to report.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Form C</th>
<th>Personal Profile for Non-University Affiliates</th>
</tr>
</thead>
<tbody>
<tr>
<td>This form must be completed by any non-university affiliated volunteer with animal contact. The original form is to be sent to EH&amp;S, unit 4097. They can also be faxed (860-486-1106) or emailed to <a href="mailto:ehs@uconn.edu">ehs@uconn.edu</a></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Form D</th>
<th>Animal Area Access for Non-Animal Users</th>
</tr>
</thead>
<tbody>
<tr>
<td>This form is for university personnel (such as maintenance staff) or sanctioned visitors who require access to animal areas but will have no animal contact. This form is not for personnel named on approved animal protocols. Form D is to provide informed consent to personnel who must access animal areas but have no animal contact. The original Form D is to be sent to EH&amp;S, unit 4097. They can also be faxed (860-486-1106) or emailed to <a href="mailto:ehs@uconn.edu">ehs@uconn.edu</a></td>
<td></td>
</tr>
</tbody>
</table>

Forms A, C, and D: return original to EH&S, 3102 Horsebarn Hill Road, Unit 4097, fax (860-486-1106) or email to ehs@uconn.edu

**Form B:**

Employees return original to EH&S, 3102 Horsebarn Hill Road, Unit 4097 attn: Occ Med Review and mark “Confidential” Students/student employees return original to UConn Student Health and Wellness, Unit 4011, Attn: Dr. Sternberg.
Completion of Form A is **required** as part of the Occupational Health and Safety Program at UCONN for persons who have contact with animals used for research, teaching, or testing. Visitors with animal contact for research including visiting scientists or non-UConn students should fill out Form C.

Faculty_______ Staff_______ Student_______ Other (specify)_______

Date_________________   Employee ID # or Net I.D. ______________________ P.I. Name ________________________________

Name _______________________________________________________________________  Work Phone ___________________

(First)                                 (Middle)                                              (Last)

Dept. ________________________________________________ Unit ___________  Email_________________________________

### Animal Contact Profile – check species worked with here at UConn

<table>
<thead>
<tr>
<th>Animal</th>
<th>Contact at UConn</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rodents</td>
<td></td>
</tr>
<tr>
<td>Rabbids</td>
<td></td>
</tr>
<tr>
<td>Cats</td>
<td></td>
</tr>
<tr>
<td>Reptiles</td>
<td></td>
</tr>
<tr>
<td>Fish/amphibians</td>
<td></td>
</tr>
<tr>
<td>Wildlife</td>
<td></td>
</tr>
<tr>
<td>Other (specify, e.g., necropsy only, observation only)</td>
<td></td>
</tr>
</tbody>
</table>

### Animal Allergy Concerns (Please check one)

- _____ I would like to discuss animal allergies with a physician.
- _____ I currently have no animal allergy concerns or concerns have been addressed.

### Respirator Use (confer with your supervisor):

- _____ I will not require a respirator.
- _____ I will require the use of a respirator.
- _____ I will use a respirator for voluntary reasons.
- _____ I do not know at this time.

(Related University policy: [http://www.ehs.uconn.edu/occ/resp.doc](http://www.ehs.uconn.edu/occ/resp.doc))

### Vaccinations/Tests - Please indicate below if and when you have had the following vaccinations.

<table>
<thead>
<tr>
<th>Vaccine</th>
<th>Mo/Yr</th>
<th>Don’t Know</th>
<th>Vaccination Requested</th>
<th>Serology Requested</th>
<th>Decline (complete pg 2)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tetanus Toxoid</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(needed every 10 yrs)</td>
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<td></td>
<td></td>
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<tr>
<td>Rabies immunization/serology</td>
<td></td>
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<tr>
<td>(For work with potential rabies vectors, i.e. unvaccinated carnivores, skunks, raccoons, bats)</td>
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</tr>
</tbody>
</table>

Medical surveillance is offered to all University of Connecticut personnel who handle animals covered by this program. To be included in this surveillance, fill out Form B – Confidential Personal Health History. This surveillance is optional but can include allergy consultation as well as treatment for zoonotic diseases and other animal-related injuries. If you do not wish to fill out Form B, complete page 2 of this form. *Individuals with compromised immune systems and/or heart conditions should consult with a physician prior to working with animals, especially sheep or goats.*

I have answered the questions in this form truthfully and to the best of my knowledge. I have read the Occupational Health and Safety Program for Animal Handlers document found at [https://ehs.uconn.edu/biological-health-and-safety/](https://ehs.uconn.edu/biological-health-and-safety/). I do not have any malady that would be deleterious to the laboratory animals. I understand that it is my responsibility to return a completed copy of Form A to: EH&S, 3102 Horsebarn Hill Road, Unit 4097, Phone: (860) 486-3613 Fax: (860) 486-1106 prior to beginning any work with animals.

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(Employee's signature)               (Date)

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Forms A: return original to EH&S, 3102 Horsebarn Hill Road, Unit 4097, fax (860-486-1106) or email to ehs@uconn.edu

Occupational Health & Safety Program for Animal Handlers

Last reviewed 7/2019
University of Connecticut Occupational Health and Safety Program for Animal Handlers - Personal Profile

Declination Page

Directions: Use this page when the designated employee elects NOT to be vaccinated and/or declines medical surveillance/screening services offered free of charge as part of the University of Connecticut Occupational Health and Safety Program for Animal Handlers. Maintain this form in the Environmental Health and Safety employee file.

I. Vaccination Declined

I decline the following vaccinations (initial box):  

- [ ] Tetanus
- [ ] Other (specify) ____________________________

I understand that due to my occupational exposure to animals used for research, teaching or testing, I may be at risk of acquiring disease. I have been given the opportunity to be vaccinated, at no charge to me. However, I decline the vaccination at this time. I understand that by declining this vaccine, I continue to be at risk of acquiring serious or fatal disease. If, in the future, I want to be vaccinated, I can receive the vaccination(s) at no charge to me.

II. Occupational Health Program Medical Services Declined

I decline the medical surveillance/screening services (Form B) offered as part of the University of Connecticut Occupational Health and Safety Program for Animal Handlers. (initial box):

[ ]

I have been informed that due to the nature of my occupational exposure to animals, I may be at risk of acquiring a zoonotic, allergic or animal-related disease. The University of Connecticut has established a medical surveillance program for early detection, diagnosis and treatment of animal-related illnesses. I understand that the records from the program are confidential and that all expenses are paid by the University at no cost to myself. However, at this time, I choose to DECLINE the medical surveillance/screening services offered as part of the University of Connecticut Occupational Health and Safety Program for Animal Handlers. I am aware that I continue to be at risk of acquiring an animal-related illness. If in the future I continue to have occupational exposure to animals while employed at the University and I elect to actively participate in the University's medical surveillance/screening program, I may do so at no charge to me. I therefore decline at this time to complete Form B.

_________________________________________  ______________________
(Employee's signature)                                                 (Date)

______________________________________________   Employee ID # or Net I.D. ________________
(Printed name – First, Last)

Dept ___________________________________________ Unit _____________

P.I. Name ______________________________________
CONFIDENTIAL PERSONAL HEALTH HISTORY

Work and Medical History Form

University of Connecticut, Storrs Campus

Faculty______ Staff______ Student______ Other (specify)______

Name: ____________________________________________ Date: __________ Date of Birth: __________

Address: ______________________________________________________________________________________

Net ID or Employee #: ______________ Telephone #: (______)________________ Sex M F

Job Title: _______________ Department: _______________ Unit ______ Starting Date/Years in Position _____________

Describe Duties: __________________________________________________________________________________

Will you be, or are you exposed to any known hazard (e.g., toxic chemicals, asbestos, heavy lifting, etc)? What type(s)? ______
_____________________________________________________________________

Do you have any work related health concerns? ______________________________________________

WORK AND EXPOSURE HISTORY: Briefly describe previous jobs, titles, duties, and dates:

<table>
<thead>
<tr>
<th>Start Date</th>
<th>End Date</th>
<th>Employer</th>
<th>Job Title/Duties</th>
<th>Exposure</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
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<td></td>
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</tr>
</tbody>
</table>

Have you ever had a work related injury, changed jobs, assignments or lost work time because of an injury or other health problem(s); received Worker’s Compensation, or disability insurance? Please describe: ______________________________________________________________________________________

Have you ever been directly exposed (touching, breathing, etc.) to any of the following? Please check all the appropriate boxes. Indicate in the comment section below if this was at work, home, doing a hobby or a part time job.

- [ ] Acids
- [ ] Ammonia
- [ ] Anesthetic Agents
- [ ] Antineoplastic Drugs
- [ ] Other: __________________________________________________________________________________

- [ ] Asbestos
- [ ] Carbon Tetrachloride
- [ ] Carcinogens
- [ ] Ethylene Oxide
- [ ] Other: __________________________________________________________________________________

- [ ] Formaldehyde (Formalin)
- [ ] Glutaraldehyde
- [ ] Ketones
- [ ] Lead
- [ ] Other: __________________________________________________________________________________

- [ ] Mercury
- [ ] Noise (loud)
- [ ] Organic Solvents
- [ ] Pesticides
- [ ] Other: __________________________________________________________________________________

- [ ] Phenol
- [ ] Radiation
- [ ] Radionuclides
- [ ] X-rays

Comments: ______________________________________________________________________________________

Are there any other hazards which you are exposed to at home or doing hobbies or current part-time jobs? __________

Please list: ______________________________________________________________________________________

Have you ever changed your residence or home because of health problems? Describe. _________________________________________________________________________

Do you live very near an industrial plant or hazardous waste site? Describe. ___________________________________________________________________________

Form B:
Employees return original to EH&S, 3102 Horsebarn Hill Road, Unit 4097 attn: Occ Med Review and mark “Confidential”
Students/student employees return original to UConn Student Health and Wellness, Unit 4011, Attn: Animal Handler Review.

Occupational Health & Safety Program for Animal Handlers

Last reviewed 7/2019
MEDICAL HISTORY
Check if you have any of the following and give the year

<table>
<thead>
<tr>
<th>Illness</th>
<th>Year</th>
<th>Illness</th>
<th>Year</th>
<th>Illness</th>
<th>Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Blackouts or Epilepsy</td>
<td></td>
<td>Ear Infection / Ruptured Ear Drum</td>
<td></td>
<td>Liver Disease</td>
<td></td>
</tr>
<tr>
<td>Heart Trouble</td>
<td></td>
<td>Bone or Joint Problems</td>
<td></td>
<td>Cancer</td>
<td></td>
</tr>
<tr>
<td>High Blood Pressure</td>
<td></td>
<td>Varicose Veins</td>
<td></td>
<td>Neurologic Disorder</td>
<td></td>
</tr>
<tr>
<td>Tuberculosis</td>
<td></td>
<td>Hernia</td>
<td></td>
<td>Carpal Tunnel</td>
<td></td>
</tr>
<tr>
<td>Diabetes, High Blood Sugar</td>
<td></td>
<td>Anemia / Other Blood Disorder</td>
<td></td>
<td>Neck / Shoulder Injury</td>
<td></td>
</tr>
<tr>
<td>Asthma, Bronchitis, Pneumonia, Other Lung Disease</td>
<td></td>
<td>High Cholesterol or Triglycerides</td>
<td></td>
<td>Tendonitis / Repetitive Strain Injury</td>
<td></td>
</tr>
<tr>
<td>Spleen Absent</td>
<td></td>
<td>Vision Problems</td>
<td></td>
<td>Knee / Foot Problems</td>
<td></td>
</tr>
<tr>
<td>Dermatitis or Other Skin Disease / Rash</td>
<td></td>
<td>Urinary or Kidney Problems</td>
<td></td>
<td>Other</td>
<td></td>
</tr>
</tbody>
</table>

Describe above positives: _______________________________________________________

Have you ever had back pain or injury which disrupted your usual activities? ☐ yes ☐ no If yes, please describe all episodes which resulted in absence from work or school (include dates): __________________________________________________________

Any other illness? Please describe and give dates: __________________________________________________________

Please list current medications: __________________________________________________________

Do you have any concerns related to your current work or previous jobs and your reproductive history? (i.e., infertility, miscarriages, still births, or birth defects): _______________________________________________________________________

Have you ever been in the hospital? ☐ Yes ☐ No.

Please list any hospitalizations and/or surgeries for major medical illnesses, injury, or procedures: __________________________________________________________

Allergy History:
Allergy to medications: __________________________________________________________
To Animals: __________________________________________________________
To Other Agents? Specify: __________________________________________________________
To Protective Gloves or Latex Allergy (glove dermatitis) __________________________________________________________

I certify to the best of my knowledge that the above information is true.

I understand that this evaluation (history review and physical exam) is related to my job and does not replace routine health care and physical examinations, by my own doctor.

The object of this form is to gather relevant information about occupational history, untoward effects of chemicals and other exposures from the workplace, allergy history, current medications and current health problems. It serves as a baseline for when an employee seeks medical evaluation at the University of Connecticut Student Health Services or UConn Health Storrs Center. This is not a pre-employment, it is a pre-placement questionnaire, and it will not have any power in terms of deterring employment. Furthermore, newly hired employees are free to omit information one may feel is not relevant to the scope of one’s job or to the care one may receive from the medical care provider.

Signature          Date

Form B:
Employees return original to EH&S, 3102 Horsebarn Hill Road, Unit 4097 attn: Occ Med Review and mark “Confidential”
Students/student employees return original to UConn Student Health and Wellness, Unit 4011, Attn: Animal Handler Review.
FORM C (Non-affiliates)

University of Connecticut Occupational Health and Safety Program for Animal Handlers - Personal Profile for Non-University Affiliates

**Directions:** Use this form when non-university personnel will be working on approved animal protocols or have significant contact with animals or animal tissue. Non-university affiliates should be made aware of potential hazards involved in working with animals as part of the University of Connecticut Occupational Health and Safety Program for Animal Handlers. The non-university personnel should also be made aware of the recommended immunizations for the species they are working with. Maintain this form in the Environmental Health and Safety files for animal handlers.

Date ___________________ P.I. or Supervisor Name ________________________________
Name _______________________________________________________________________
(First)                                 (Middle)                                              (Last)
Dept. ________________________________________________ Unit ___________ Email_________________________________

<table>
<thead>
<tr>
<th>Animal Contact Profile – check species worked with here at UConn</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rodents</td>
</tr>
<tr>
<td>Rabbits</td>
</tr>
<tr>
<td>Cats</td>
</tr>
<tr>
<td>Other (specify, e.g., necropsy only, observation only)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>VACCINATIONS/TESTS - Please indicate below if and when you have had the following vaccinations.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vaccine</td>
</tr>
<tr>
<td>---------------------------------------------------------------</td>
</tr>
<tr>
<td>Tetanus Toxoid (recommended every 10 yrs)</td>
</tr>
<tr>
<td>Rabies immunization and/or serology (For work with potential rabies vectors, i.e. unvaccinated carnivores, skunks, raccoons, bats.)</td>
</tr>
</tbody>
</table>

*Individuals with compromised immune systems and/or heart conditions should consult with a physician prior to working with animals, especially sheep or goats.*

I have answered the questions in this form truthfully and to the best of my knowledge. I have read the Occupational Health and Safety Program for Animal Handlers document (https://ehs.uconn.edu/biological-health-and-safety/). I do not have any malady that would be deleterious to the laboratory animals. I understand that it is my responsibility to return a completed copy of Form C to: EH&S, 3102 Horsebarn Hill Road, Unit 4097, Phone: (860) 486-3613 Fax: (860) 486-1106 prior to beginning any work with animals.

____________________________________________________     _____________________________
(Signature)                (Date)

Form C: return original to EH&S, 3102 Horsebarn Hill Road, Unit 4097, fax (860-486-1106) or email to ehs@uconn.edu

Occupational Health & Safety Program for Animal Handlers
Last reviewed 7/2019
FORM D (Non-animal users)

Animal Area Access for Non-Animal Users

**Directions:** Use this form when university personnel or university sanctioned visitors will be working in animal areas but anticipate no actual animal contact. You should be made aware of potential hazards involved in working within animal areas.

The University of Connecticut is actively involved in working with animals. In performing your assigned duties, you may at times come in contact with animals or their environment. Although minimal, there are some hazards that you should be aware of when working in areas that animals are being housed or maintained.

<table>
<thead>
<tr>
<th>Animal Species Currently Used/Housed on Campus</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rodents</td>
</tr>
<tr>
<td>Rabbits</td>
</tr>
<tr>
<td>Cats</td>
</tr>
</tbody>
</table>

Animal related hazards include the following:

- **Allergies**
  A small percentage of individuals may have allergic reactions to animals. If you experience hives, a runny nose or eyes, coughing or shortness of breath (asthma) when you enter an animal area, this may suggest some type of allergic reaction.

- **Other hazards associated with animal areas:**
  - Traumatic injuries, such as being stepped on, kicked, bitten or pinned against something by a large farm animal.
  - Animal related infectious (zoonotic) disease.
  - Chemical hazards (disinfectants/ flammables/ carcinogens/ toxins).
  - Machinery hazards.

Common practices that can protect you from animal related hazards:

- Before entering any animal housing areas, contact the animal facility manager or lab manager for safety instructions.
- If you are aware of any personal health conditions such as allergies or asthma that could prohibit you from working in animal areas inform your supervisor. **Individuals with compromised immune systems and/or heart conditions should consult with a physician prior to working around animals, especially sheep.**
- Practice personal hygiene and always wash your hands after leaving animal areas.
- Be careful around animal facility equipment.
- Do not enter animal rooms unaccompanied without proper training and authorization.
- Laboratories or animal rooms will be posted with specific hazard information and entry instructions if present.
- Necropsy rooms (Pathobiology) require biosafety clearance of the room prior to entry by maintenance personnel.
- Communicate any additional concerns directly to your supervisor.

I have read and understand this document. If I have any other questions I understand I can contact the lab or facility manager as well as Environmental Health & Safety.

Name __________________________________________________________ Employee ID # ______________ Phone # __________
(First)                       (Middle Initial)                  (Last)
Dept. _________________ Supervisor Name ____________________________ Email__________________________ Unit _______

________________________     _____________________________
(Signature)                (Date)

Form D: return original to EH&S, 3102 Horsebarn Hill Road, Unit 4097, fax (860-486-1106) or email to ehs@uconn.edu