When scheduling [Departmental Points of Contact (POC)]:

- ❖ Be sure to provide name, date of birth, social security number and phone number
- ❖ Indicate which exam type from table below: [Some exams may require two (2) TB tests]
- ❖ Medical exams for current employees transferring to another department and/or position will be reviewed based in the new job specs and requirements.

Exam Type	Physical Exam	Blood Work	Drug Screen	Vision Test	Pulmonary Function	TB Test	Treadmill Test	Physical Abilities
Preplacement Limited Core	X	X	X	X	X	X		
Preplacement Core	X	X	X	X		X		
Preplacement Core I	X	X	X	X	X	X	X	X
Preplacement Core II	X	X	X	X	X			

Instructions to applicants/employees having one of the above exams:

- ◆ Complete medical history form completely before arriving
- ◆ Must bring picture identification to the examination
- ◆ No food or drink (except water) 12 hours before appointment for blood work
- ◆ Take regular medications with water the morning of appointment – no decongestants 24-hours before appointment
- ◆ If under treatment by a doctor, bring current medical information on the doctor's letterhead to the exam. Be sure it **includes** the condition being treated, medications, other treatments and whether the condition will affect your ability to do the job.
- ◆ TB tests require follow-up visit in 2-3 days
- ◆ Law requires us to schedule appointments to allow up to 3 hours for urine drug screens if indicated
- ◆ If the exam includes physical abilities or treadmill testing, bring loose fitting clothes and gym shoes, a snack and water or juice for after the blood test
- ◆ No children are allowed in the clinic

Pre-Placement Exam Information
Occupational Medical Services (OMS)
255 Rockville Pike, Suite 125
Phone: 240-777-5118
Fax: 240-777-5131
MedicalInfo.OMS@montgomerycountymd.gov

Other Important Information:

Departmental POC's:

- ❖ **If there is a need to cancel or reschedule, call 240-777-5118 at least 24-hours in advance.**
- ❖ **The results of the exam and the recommendation by the Employee Medical Examiner (EME) will only be given to the Departmental Point of Contact. Applicants/Employees should not call OMS for this information.**

Applicant/Employee:

- ❖ **To avoid processing delays, if further medical information is required please be sure your healthcare professional provides detailed documentation specific to the request from the County EME.**
- ❖ **Failure to return for a TB test reading will delay exam processing.**
- ❖ **The Employee Medical Examiner may change tests as necessary, based on County medical protocol.**