

Employee Tuberculin Skin Test (TST) Referral Guideline

1. Occupational Health Nurse sees employee at one of the regularly scheduled monthly Staff Immunization Clinics, at one of the three Regional Health Centres.
2. Occupational Health Nurse determines the need for a either a 1-step or 2-step TST based on:
 - Review of employee's documented immunization history/records.
 - A verbal history from employee.
 - The Occupational Health: Immunization for Health Care Workers Policy (CLI.8011.PL.008)
 - The SH-SS Occupational Safety & Health Standard Orders (CLI.8011.PL.008.SD.02)
3. Occupational Health Nurse completes the Occupational Safety & Health Employee TST Referral Form (CLI.8011.PL.008.FORM.05) and faxes to Nurse Practitioner/Regional Clinic.
4. Clinic orders tuberculin from Regional Pharmacy - using the Staff Immunization Vaccine and Tuberculin Order Form (CLI.8011.PL.008.FORM.07).
5. When the number of referrals warrant the use of an entire vial of tuberculin, a TST "clinic" is organized. Initiation of this process is determined and organized locally. Clinic calls staff member(s) and books all appropriate appointments. TST "clinics" will be held at least biannually. Although it is ideal to use the entire vial of tuberculin once opened, TST appointments will be organized for outstanding referrals in February-March and September-October of each year, regardless of the number of doses required by the number of referrals.
6. Appointments do not have to be booked for all referrals on the same day – the goal is to use the vial(s) of tuberculin within 30 days of opening.
7. The Nurse Practitioner, Clinic Nurse, Primary Care Nurse or Community Nurse will have access and refer to the following documents to inform their practice:
 - Occupational Health: Immunization for Health Care Workers Policy (CLI.8011.PL.008)
 - SH-SS Occupational Safety & Health Standard Orders (CLI.8011.PL.008.SD.02)
 - Administration of Tuberculin Skin Test (TST) Policy (CLI.8011.PL.003)
 - SH-SS Occupational Health Immunization Intake Form (CLI.8011.PL.008.FORM.02)
8. TSTs completed and documented on the SH-SS Occupational Health Immunization Intake Form (CLI.8011.PL.008.FORM.02)
9. **Fax the completed SH-SS Occupational Health Immunization Intake Form back to the Occupational Health Nurse (204) 428-2788 for entry into QHR.** The information from the returned Intake Form will be transcribed and attached to the employee's original SH-SS Confidential Employee Immunization Form (CLI.8011.PL.008.FORM.01). Once the paperwork is complete, it will be filed in the employee's Personnel File.

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10. If a staff member has a positive TST, the Occupational Health Nurse will complete the Positive Tuberculin Skin Test (TST) Physician Referral Form (CLI.8011.PL.008.06) and send to the Occupational Health Physician to initiate appropriate follow up.
11. Nurse Practitioner or Regional Clinic to inform the Occupational Health Nurse if a staff member does attend appointments to receive TSTs or has an incomplete series.
Occupational Health Nurse at StaffImmunization@southernhealth.ca or (204) 428-2722.