1. Supervisor completes a Respirator Request Form. This request can be generated for:
   --A new employee or student
   --An employee job change
   --A change in hazards
   --As an ANNUAL requirement
2. Request is then submitted to EH&S.

1. EH&S Industrial Hygienist reviews Respirator Request Form and conducts a workplace hazard assessment:
   - Recommends alternative measures to reduce exposure.
   - The Industrial Hygienist recommends the appropriate respiratory protection if needed.

1. Confidential Respirator Medical Evaluation Questionnaire (with unique tracking #) is sent to supervisor/employee/student with instructions for completion to return to the appropriate Employee Health Clinic (EHC):
   --UW Employee Health Clinic
   --UWMC Employee Health Clinic
   --HMC Employee Health Clinic

1. The employee/student returns the completed confidential Respirator Medical Evaluation Questionnaire to the appropriate clinic.

1. EHC reviews Respirator Medical Evaluation Questionnaire and arranges clinic visits, when necessary, to determine whether the person is medically cleared to wear a respirator.
2. If the person is medically cleared, the Respirator Medical Clearance Form is issued by the EHC to the employee/student and copied to:
   --Supervisor
   --EH&S Respirator Program Administrator

1. EH&S Industrial Hygienist provides education and training regarding the precautions and limitations, use/maintenance, care of respirators in general, and the specific respiratory protection to be used.

1. EH&S Industrial Hygienist conducts respirator fit testing, using approved method.
2. The Industrial Hygienist issues Respirator Authorization Cards.

1. EH&S maintains the University’s Respirator Request Forms, Medical Clearance Forms, fit testing, training, and all institutional/program records.