

**GEOGRAPHIC INFORMATION SYSTEMS
GEOGRAPHIC INFORMATION CENTER
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***** EXAMINATION *****

OSHA GUIDELINES FOR ACCESS TO EXPOSURE AND MEDICAL RECORDS

1. **This course applies to**
 - a) general industry employers
 - b) maritime employers
 - c) construction employers
 - d) All of the above

2. **The right and opportunity to examine and copy is**
 - a) access
 - b) duplication
 - c) availability
 - d) None of the above

3. **A legally incapacitated employee's records may be**
 - a) accessed by a legal representative
 - b) by a engineer
 - c) by a doctor
 - d) by the insurance company

4. **Biological monitoring may be**
 - a) checking chemical levels in the blood
 - b) hair examinations
 - c) breath analysis
 - d) Any of the above

5. **Voluntary assistance programs may include**
 - a) drug abuse
 - b) alcohol abuse
 - c) personal counseling
 - d) Any of the above

6. **Employer as used in this course means**
 - a) current employer
 - b) former employer
 - c) successor employer
 - d) Any of the above

7. **The abbreviation CAS means**
- a) Checking Availability System
 - b) Chemical Abstracts Service
 - c) Civil Authority System
 - d) None of the above
8. **A written authorization may be revoked prospectively**
- a) within 10 days notice to the employee
 - b) within 20 days notice to the employee
 - c) at any time
 - d) It cannot be revoked unless authorized by an employee.
9. **Employee medical records must be preserved**
- a) for 10 years
 - b) for 20 years
 - c) for 30 years
 - d) for 30 years plus the duration of employment
10. **Health insurance claims records are maintained**
- a) with the employer's medical program
 - b) with the employer's medical records
 - c) separately from the employer's medical records or program
 - d) however the employer's administration wishes
11. **Copies of records**
- a) cost 10 cents per copy for an employee
 - b) cost 15 cents per copy for an employee
 - c) cost 20 cents per copy for an employee
 - d) are free for an employee
12. **Confidential employee health status**
- a) may be deleted by a family member
 - b) must be included in all cases
 - c) may not be included
 - d) None of the above
13. **Deletions to medical records that will be accessed**
- a) may be made because of sex
 - b) may be made because of race
 - c) may be made because of age
 - d) None of the above
14. **Written access orders by OSHA shall be posted for**
- a) 10 days
 - b) 15 days
 - c) 20 days
 - d) 25 days

15. **An acceptable solution to disclosure of chemical trade secrets is**
- a) a legal agreement
 - b) posting by the employee in the workplace
 - c) posting by the manufacturer of copyrights in the workplace
 - d) Any of the above
16. **Denial of access to records by OSHA**
- a) results in a warning letter
 - b) results in a loss of business license
 - c) results in a citation from OSHA
 - d) None of the above
17. **The employee shall be informed**
- a) of the existence of medical records
 - b) of the location of medical records
 - c) of the availability of medical records
 - d) All of the above
18. **Information provided to employees by OSHA shall be available**
- a) to employees
 - b) to employers only
 - c) to administration only
 - d) None of the above
19. **Businesses ceasing operations shall give employees**
- a) one month notice for accessing the employees' records
 - b) two months notice for accessing the employees' records
 - c) three months notice for accessing the employees' records
 - d) six months notice for accessing the employees' records
20. **Employers must give notice of disposal of records**
- a) to their stockholders
 - b) to their directors
 - c) to NIOSH
 - d) None of the above

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*** ANSWER SHEET *** U377 OSHA GUIDELINES FOR ACCESS TO EXPOSURE AND MEDICAL RECORDS	<u>STATE BOARD</u>	<u>COURSE NO.</u>	<u>VALUE</u>
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I hereby certify that I studied the course materials, and the above answers are my own. No other person has helped me to complete this exam.

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