

COUNTER-TERRORISM AND SPECIAL OPERATIONS BUREAU

NOTICE
16.2

October 8, 2015

TO: All Concerned Commanding Officers

FROM: Commanding Officer, Counter-Terrorism and Special Operations Bureau

SUBJECT: RESPIRATORY PROTECTION PLAN – OCCUPATIONAL HEALTH SCREENING CARD

The Personnel and Training Bureau Notice dated March 23, 2011, entitled *Annual Respiratory Protection Medical Clearance* established procedures outlined by the Occupational Safety and Health Administration (OSHA-CFR 29 1910.120) that mandated annual medical clearance of all sworn personnel prior to the donning and deploying of the Department facial respirator. The Notice outlined responsibilities assigned to Area/Division Training Coordinators, the Counter-Terrorism Training Unit (CTTU), and Medical Liaison Section. An Office of Chief of Police Notice dated August 4, 2015, entitled *Respirator Protection Program (Aerosol Transmittable Disease Standard)* restated the requirement to obtain the Occupational Health Screening Card prior to participating in respirator protection training. The Notices are attached for reference.

Effective July 12, 2015, the CTTU was deactivated and all personnel, equipment and responsibilities were transferred into Emergency Operations Division (EOD), including the CTTU responsibilities delineated in the original Notice. This Notice serves as a reminder of the procedures required before Department personnel will be allowed to participate in the THREAT 8 Weapons of Mass Destruction training, or other training wherein a student will don a facial respirator. The procedures delineated within the original Notice are reiterated below and the CTTU responsibilities have been updated to reflect the recent organizational change.

AREA/DIVISION TRAINING COORDINATOR RESPONSIBILITIES

- Check the Learning Management System (LMS) for a current list of sworn employees due for Respiratory Protection medical screening;
- Have employees complete the OSHA Respirator Medical Evaluation Questionnaire online at <http://per.ci.la.ca.us/msd/> (prior to employees responding to Medical Services Division, Personnel Department, for medical screening).
- Once the employee receives medical clearance, Medical Services Division, Personnel Department, healthcare professionals will issue the employee via email an Occupational Health Screening Card.
 - Note: Employees may have to meet with the healthcare professionals should any of the answers to the questions require follow up or should the employee request to meet with the healthcare professionals in person.
- Verify sworn employees have successfully completed the OSHA Respiratory Medical

- Evaluation Questionnaire and have received their Occupational Health Screening Card;
- Advise sworn employees that they shall carry the Occupational Health Screening Card with them to training; and,
- Email a list of sworn employees cleared to attend the annual THREAT 8 Weapons of Mass Destruction Update Training to the Emergency Preparedness Unit, EOD, at EODEPU@LAPD.LACITY.ORG.
 - NOTE: Only personnel that have completed the prerequisite 16-hour Law Enforcement Protective Measures and Law Enforcement Response Actions training shall be scheduled for THREAT 8 training.

EMERGENCY OPERATIONS DIVISION RESPONSIBILITIES

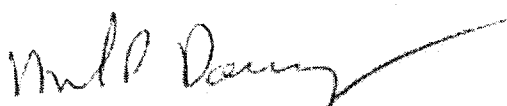
- Verify that sworn personnel attending training have been medically cleared by checking the Occupational Health Screening Card which will be issued to each sworn employee at the conclusion of medical screening.
 - NOTE: Any employee who responds to training and cannot verify compliance of a medical screening must immediately report back to his/her division without participation in the Respiratory Protection Training.
- Verify that sworn personnel have completed the prerequisite 16-hour course.


MEDICAL LIAISON SECTION RESPONSIBILITIES

- Coordinate with Medical Services Division, Personnel Department, to obtain a list of the sworn employees cleared or not cleared for the Respiratory Protection Training.
 - NOTE: All sworn personnel shall be fitted annually with their Department issued air purifying respirator.

If there are any questions, please contact Captain Philip S. Fontanetta, Commanding Officer, EOD, at (213) 486-0680.

APPROVED:


MICHAEL P. DOWNING, Deputy Chief
Commanding Officer
Counter-Terrorism and Special Operations Bureau


SEAN W. MALINOWSKI, Commander
Chief of Staff
Office of the Chief of Police

Attachment

DISTRIBUTION "B"

OFFICE OF THE CHIEF OF POLICE

NOTICE
1231

August 4, 2011

TO: All Commanding Officers

FROM: Chief of Police

SUBJECT: RESPIRATOR PROTECTION PROGRAM (AEROSOL TRANSMITTABLE DISEASE STANDARD)

This Notice outlines specific Occupational Safety and Health Administration (OSHA) mandates for sworn personnel scheduled to participate in respirator protection training.

In accordance with OSHA and by virtue of State law, any sworn officer wearing a respirator shall complete a medical evaluation questionnaire and receive medical clearance prior to donning and deploying an air purifying respirator. Therefore, the Department developed the following protocol for ensuring compliance with OSHA requirements and regulations for all sworn personnel assigned to respirator protection training.

- Sworn personnel upon receiving a notice for respirator protection training shall log on to <http://per.ci.tu.ca.us/msd/> to complete the medical evaluation and screening form;
- Once the employee receives medical clearance, a Medical Services Division (MSD) physician or licensed health care professional will issue the employee an Occupational Health Screening Card; and,
- Sworn Personnel shall carry the Occupational Health Screening Card to the training site.

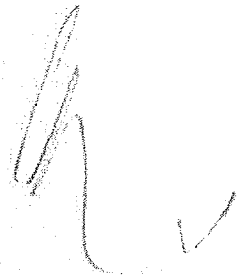
Note: Sworn Personnel shall complete the medical evaluation and screening form and be fit-tested **annually** with their assigned air purifying respirators.

Any questions regarding this Notice may be directed to Senior Personnel Analyst II Cece Harper-Paris, Officer in Charge, Medical Liaison Section, Personnel Division, at (213) 486-4600.



CHARLIE BECK
Chief of Police

DISTRIBUTION - B



PERSONNEL AND TRAINING BUREAU
PERSONNEL DIVISION

March 23, 2011

NOTICE
12.3.1

TO: All Concerned Commanding Officers

FROM: Commanding Officer, Personnel Division

SUBJECT: ANNUAL RESPIRATORY PROTECTION MEDICAL CLEARANCE

This Notice establishes procedures outlined by the Occupational Safety and Health Administration (OSHA-CFR 29 1910.120), which mandates annual medical clearance of all sworn personnel prior to the donning and deploying of the Department facial respirator. As such, the Department has developed procedures to ensure compliance with OSHA requirements and regulations for all sworn personnel.

I. AREA/DIVISION TRAINING COORDINATORS RESPONSIBILITIES:

- Check the Learning Management System (LMS) for a current list of sworn employees due for Respiratory Protection medical screening;
- Have employees complete the OSHA Respirator Medical Evaluation Questionnaire online, prior to employees responding to Medical Services Division (MSD) for medical screening;
- Once employee receives medical clearance, MSD healthcare professionals will issue the employee an Occupational Health Screening Card via email;
- Verify sworn employees have successfully completed the OSHA Respiratory Medical Evaluation Questionnaire and have received their Occupational Health Screening Card;
- Advise sworn employees that they shall carry the Occupational Health Screening Card with them to training, and,
- Provide a list of sworn employees cleared to attend the annual Threat 8 Weapons of Mass Destruction (WMD) Training to the Counter Terrorism Training Unit.

II. COUNTER TERRORISM TRAINING UNIT RESPONSIBILITIES:

- Verify that sworn personnel attending training have been medically cleared by checking the Occupational Health Screening Card which will be issued to each sworn employee at the conclusion of the medical screening;

Note: Any employee who responds to training and cannot verify compliance of a medical screening must immediately report back to his/her division without participation in the Respiratory Protection Training.

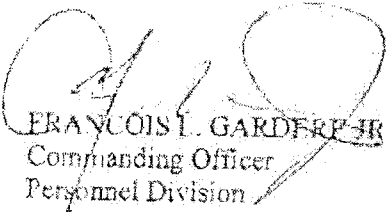
III. MEDICAL LIAISON SECTION RESPONSIBILITIES:

- Coordinate with MSD to obtain a list of the sworn employees cleared or not cleared for the Respiratory Protection Training.


Note: All sworn personnel shall be fitted annually with their Department issued air purifying respirator.

If there are any questions regarding this Notice, please contact the Officer in Charge, Medical Liaison Section, Personnel Division, at (213) 486-4600.

APPROVED



FRANCOIS L. GARDNER JR., Police Administrator
Commanding Officer
Personnel Division



STEPHEN R. JACOBS, Commander
Chief of Staff
Office of the Chief of Police

DISTRIBUTION "B"