

**PHOENIX FIRE DEPARTMENT**  
**Volume 1 – Management Procedures**

**HEALTH AND WELLNESS CENTER**

<b>MP 105.01</b>	<b>Date Revised: 03/2025</b>
This policy is for internal use only and does not expand an employee’s legal duty or civil liability in any way. This policy should not be construed as creating a duty to act or a higher duty of care with respect to third-party civil claims against employees, the Phoenix Fire Department (PFD) or the City of Phoenix. A violation of this policy, if proven, can only form the basis for non-judicial administrative action by the employer in accordance with the laws and rules governing employee discipline.	
Related Policies: 105.01A Member Services, 103.02F Transitional Work Review Committee, 104.02B Transitional Work	

**PURPOSE**

The goal of the Phoenix Fire Department Health & Wellness Center is to promote and maintain the highest level of health, fitness, and productivity of Phoenix Fire Department members through coordinated programs and resources consisting of:

- Annual Medical and Physical Fitness Tracking
- Pre-Hire Recruit Physicals & Medical Clearance
- Injury Prevention – Education & Training
- Toxic & Infectious Disease Exposure Control: Member Support & Data Management
- Fitness Equipment Management: Acquisition, Preventative Maintenance, Repairs & Replacement
- Evaluation and Treatment of Industrial Injuries
- Industrial Leave Management
- On-site Physical Therapy
- Transitional Work Management

Additional resources available to members include: Access to FireStrong website at [www.FireStrong.org](http://www.FireStrong.org), City of Phoenix Employee Assistance Program (EAP), Public Safety Crisis Solutions, LLC (Kerry Ramella, Ph.D., LPC), Member Services Peer Support, 100 Club Benefits, Local-493 support, Peer Fitness Trainer support, firefighter cancer screenings with Vincere Cancer Center, and benefits available through the City of Phoenix private insurance plans.

**LOCATION AND OPERATIONS**

The Phoenix Fire Department Health & Wellness Center is located at 150 S. 12<sup>th</sup> Street in the Administration Building.

The clinic consists of three areas: occupational health and wellness, physical therapy and administrative. The Phoenix Fire Department Health & Wellness Center will operate in a professional and confidential manner.

Contracted clinicians dedicated to the Phoenix Fire Department include Doctor of Osteopathic Medicine, (D.O.), Medical Doctor (M.D.), and Physician Assistant (P.A.). Reference to the fire department clinician will be to any clinician who is under contract with the City of Phoenix Fire Department Health & Wellness Center.

Contracted physical therapy staff dedicated to the Phoenix Fire Department includes Physical Therapist, Athletic Trainer, and Rehab Technician.

The administrative staff includes contracted and City of Phoenix employees responsible for supporting all areas of the Health & Wellness Center.

## **PARTICIPATION**

\*\*\*In accordance with NFPA 1500, 1582, and OSHA Respirator Standards 29 CFR 1910:134 pertaining to wearing SCBA, all sworn employees of the Phoenix Fire Department shall have an annual physical.

The firefighter medical physical shall consist of procedures listed under the “Components of the Annual Physical” of this M.P.

Physicals for sworn members will be scheduled by the Health & Wellness Center by District.

The Health & Wellness Center is committed to provide the highest level of health maintenance to its members. It is the member’s responsibility to comply with annual physicals.

1. If a member misses his/her physical due to vacation, sick leave, Tobin Day, etc., the member will be rescheduled.
2. If the member misses his/her second appointment, the member will be rescheduled, and their chain of command notified.
3. If the member misses the second rescheduled appointment, the member may be considered not medically cleared for operational duty until a medical physical has been completed.
4. Same day cancellation of a scheduled physical must be made by the member’s Battalion Chief/Section Chief.

An employee may waive the annual physical only if he/she has the physical examination performed by a licensed clinician. If the member chooses to see his/her private clinician:

- An appointment MUST be made with their private clinician within 30 days of the scheduled physical that was to be with the Health & Wellness Center.
- The employee is responsible for the cost of such a physical performed in lieu of the fire department physical.

- The Health & Wellness Center will provide written criteria to the member to give to their private clinician listing all aspects of the physical exam that must conform to NFPA, OSHA, and Phoenix Fire Department established requirements for annual physical completion as specified under “Components of the Annual Physical” of this document.
- The required results must be provided to the Health & Wellness Center to be reviewed by the fire department clinician within 60 days of the physical exam appointment with the private clinician.
- Results will be reviewed by a fire department clinician to determine if all requirements have been met. The results will be documented in the members’ electronic medical record.
- Failure to comply with these timelines, or incompleteness of all required elements of the physical exam within the timelines, may result in the member being classified as **“not medically cleared for operational duty.”**

### **CONFIDENTIALITY**

Medical information will be maintained according to confidentiality standards and HIPAA guidelines.

If a medical problem is detected during an examination that could prevent the member from safely performing essential job tasks, the fire department clinician may deem the member not medically cleared for operational duty. The fire department clinician will consult with the Health & Wellness Deputy Chief, or designee regarding the duty status of the member.

### **COMPONENTS OF THE ANNUAL PHYSICAL**

Sworn Fire Personnel Medical Examinations (Mandated by NFPA 1500, 1582 and OSHA Respiratory Standards 29 CFR 1910:134)

#### **1. COMPLETE MEDICAL HISTORY**

- ☐ Medical and Surgical History
- ☐ Allergy History
- ☐ Review of Body Systems
- ☐ Prior Work/Exposure History
- ☐ Prior History of Toxic Exposures
- ☐ Reproductive History

#### **2. OPHTHALMOLOGIC SCREENING**

- ☐ Visual Acuity - Near & Far Point
- ☐ Color Vision
- ☐ Field of Vision
- ☐ Stereopsis

#### **3. AUDIOMETRY**

- ☐ Hearing Thresholds For 500 To 8,000 Hertz

#### **4. URINALYSIS**

- ☐ Specific Gravity
- ☐ Albumin

- ☐ Sugar
- ☐ pH
- ☐ Blood
- ☐ Ketones
- ☐ Leukocyte esterase
- ☐ Bilirubin
- ☐ Microscopic Examination – (If clinically needed)

## **5. VITAL SIGNS**

- ☐ Temperature
- ☐ Height and Weight
- ☐ Blood Pressure
- ☐ Pulse Rate
- ☐ ACC/AHA Cardiac Risk Assessment 45 years old and older

## **6. ELECTROCARDIOGRAM**

- ☐ \*Treadmill exercise cardiac stress test
- ☐ Resting 12-lead EKG

## **7. RADIOLOGY**

- ☐ \*\*Chest X-ray, PA and Lateral, 14 x 17. Administered on pre-employment and every 4 years thereafter

## **8. PULMONARY FUNCTION SCREENING TEST**

- ☐ Forced Vital Capacity
- ☐ One Second Forced Expiratory Volume
- ☐ FEV<sub>1</sub> / FVC Ratio

## **9. HEMATOLOGY PROFILE**

- ☐ CBC with differential, RBC indices and morphology
- ☐ Platelet count

## **10. BLOOD CHEMISTRY PROFILE**

- |  |                                   |
|--|-----------------------------------|
| A. Sodium                              | J. Alkaline Phosphatase           |
| B. Potassium                           | K. Bilirubin, direct and indirect |
| C. Chloride                            | L. Non-HDL Cholesterol            |
| D. CO <sub>2</sub> or HCO <sub>3</sub> | M. Total Cholesterol              |
| E. BUN                                 | N. HDL Cholesterol                |
| F. Creatinine                          | O. LDL Cholesterol                |
| G. Glucose                             | P. Cholesterol/ HDL ratio         |
| H. ALT                                 | Q. Triglycerides                  |
| I. AST                                 |                                   |

#### **11. OTHER LAB STUDIES**

- ❑ PSA testing on All Males 40 years of age and older
- ❑ Hepatitis B antibodies titer (all new hires)
- ❑ Hepatitis C antibodies titer (all new hires)
- ❑ T-Spot TB Blood Test (all new hires, and following an exposure to tuberculosis)

#### **12. STOOL OCCULT BLOOD TEST (3) FOR STOMACH & INTESTINAL TRACT BLEEDING**

- ❑ See *Recommended Cancer Screenings* (page 5)

#### **13. COMPLETE PHYSICAL EXAMINATION BY FIRE DEPARTMENT STAFF CLINICIAN, INCLUDING:**

- ❑ Rectal Examination for Men 40 and over
- ❑ Screening colonoscopy recommended starting at age 45 years or any other regimen recommended by the American Cancer Society for colon cancer screening. Also, any unexplained rectal bleeding should be evaluated regardless of age.
- ❑ Extensive Physical Examination
- ❑ Body composition will be determined by: Circumferential measurements, Skinfold measurement, Hydrostatic weighing, or Bioimpedance.

#### **14. RECOMMENDED CANCER SCREENINGS**

- Breast Cancer Screening
  - Mammography shall be performed on female firefighters every 1-2 years beginning at the age of 40.
- Cervical Cancer Screening
  - Per USPSTF Guidelines
- Colon Cancer Screening
  - Fecal occult blood testing risks and benefits shall be discussed with the firefighter starting at age 40, then annually. Colonoscopy is recommended starting at the age of 45.
- Lung Cancer Screening
  - Low dose CT scans should be performed annually on firefighters over the age of 55 who have a 30-pack/year smoking history and currently smoke or have quit in the last 15 years.
- Prostate Cancer Screening
  - PSA testing is performed annually starting at the age of 40.
- Testicle exam should be performed annually on male firefighters
- Skin Cancer Screening
  - Performed annually

#### **15. REVIEW OF EXAM RESULTS WILL BE DISCUSSED WITH PATIENT**

- ❑ Specific laboratory testing as directed by the members' work history and the physical examination.

16. **WRITTEN DOCUMENTATION OF EXAMINATION WILL BE KEPT ON FILE IN THE PATIENT MEDICAL RECORD.**
17. **TB TESTING TO BE PERFORMED USING CURRENTLY APPROVED METHOD.**
18. **WHEN INDICATED OR REQUESTED, A COPY OF THE EXAM RESULTS CAN BE FORWARDED TO THE PATIENT'S PERSONAL PHYSICIAN.**

\* Members will be tested on the treadmill or other approved test at every physical.

\*\* Chest X-ray Administered on pre-employment and every 4 years thereafter, unless clinically indicated.

#### **THE TIER 4 HEALTH ASSESSMENT**

Since 1987, the Phoenix Fire Department Health & Wellness Center has helped to restore the health of department members subjected to injury, illness or exposure. In addition, it is the intent of the Health & Wellness Center to strengthen individuals, so they can withstand both the physical and emotional stressors of the job.

With early intervention, lifestyles can be altered, and therapy or treatment can be initiated by the member taking ownership of their overall health and actively participating in their wellness direction. It has always been the policy of the Health & Wellness Center to recognize potentially health and life-threatening maladies and initiate proper treatment. The **Tier 4 Health Assessment** was created and supported by both Labor and Management.

The Tier 4 Health Assessment is designed to categorize a member's health and place him/her in one of the four Tier levels for maintenance, support, improvement or if necessary, removal from operational duty.

#### **BASIC MEDICAL GUIDELINES FOR PHOENIX FIREFIGHTERS**

<b>Health Standards</b>	<b>Tier 1</b>	<b>Tier 2</b>	<b>Tier 3</b>	<b>Tier 4</b>
Blood Pressure	≤ 120/80	120/80 – 139/89	140/90 – 159/99	≥ 160/100
Blood Sugar HbA1c **			180-210 8-8.9	> 210 ≥ 9
<p>*Tier 4 for Body Fat % is only indicated if also includes other clinical risk factors  ** If <u>sugar</u> and <u>HbA1c</u> indicate different Tier's, the <u>HbA1c</u> will determine Tier status.</p>				

### Age adjusted MET's level expected of fire members for Tier Management

Age Range	Tier 1	Tier 2	Tier 3	Tier 4
< 40	$\geq 14.0$	13.0-13.9	12.0-12.9	< 12.0***
40-49	> 13.5	12.7-13.5	12.0-12.6	< 12.0***
50+	> 13.0	12.4-13.0	12.0-12.3	< 12.0***

\*\*\* Firefighters may be immediately removed from operational duty for MET levels below 11.0, or if the member is a repeat Tier 4 level for any reason. Members with a MET level between 11.0 and 12.0 may be considered for remaining in operational duty, provided there are no other clinical indications of cardiac disease, and it is the first time designated a Tier 4.

**Tier 1:** Minimal health parameters to which Phoenix Fire Department members should maintain for field conditioning.

**Tier 2:** Health issues noted where interventional support or change is recommended. Support is available.

**Tier 3:** Health issues sufficient for mandatory referral for wellness/fitness intervention, but removal from operational duty is not yet required. Support is initiated.

**Tier 4:** Health issues sufficient enough to mandate removal from operational duty and mandatory referral for wellness/fitness intervention. Members may be assigned to a transitional work position until that member improves to a minimum Tier 3 status.

The three items of the Tier Program are:

- Cardiac Stress Test\*\*\* using the Gerkin Protocol or other equivalent testing
- Blood Sugar Testing during a fasting state
- Blood Pressure

### **FOLLOW UP**

Members designated as a **Tier 1**: No follow up is needed unless requested by member.

Members designated as a **Tier 2**: No follow up is needed unless requested by member or clinician.

Members designated as a **Tier 3**: A representative from Fire Department will reach out every 30 days up to 90 days.

Members designated as a **Tier 4**: A representative from Fire Department will reach out every 30 days up to 90 days.

## **REASSIGNMENT**

The reassignment process for those members found to be in Tier 4 status is not intended to be punitive, but rather rehabilitative. The member will receive fitness and wellness support through the Health & Wellness Center in cooperation with Peer Fitness Trainers. During this time, it is the member's choice to be assigned to transitional work or utilize their personal leave. If a member is on personal leave participation in fitness and wellness programs are voluntary. If a member is assigned to transitional work, participation in fitness and wellness programs are mandatory to expedite the return of that member to operational duty. It will be the discretion of the clinician and Health & Wellness Center Deputy Chief as to when a Tier 4 member may return to operational duty.

## **INFECTION CONTROL**

### **INFECTIOUS DISEASE EXPOSURES:**

The exposed member should contact the alarm room and request the on-duty infection control officer immediately after an exposure. The infection control officer will determine the severity of the exposure. If the exposure is considered significant, the infection control officer will work with the member and the receiving hospital to establish source patient testing, member baseline testing, prophylaxis, and follow-up testing. All options will be thoroughly discussed with the member and a suggestion will be made by the infection control officer in conjunction with a clinician. If post exposure prophylaxis to HIV is needed, all members will be escorted to the appropriate testing facility for consultation and evaluation by an Airport Concentra Clinician.

### **IMMUNIZATION ADMINISTRATION:**

All sworn Phoenix Fire Department personnel shall be offered and/or highly encouraged to receive immunizations against the following diseases: Hepatitis A, Hepatitis B, Tetanus, Diphtheria, Pertussis, Measles, Mumps, & Rubella.

All visits to the Health & Wellness Center for laboratory tests or immunizations will generate an electronic immunization record that will be reviewed by the medical support staff and updated as needed.

The Phoenix Fire Department continues to provide the most comprehensive support to its members and will continue to investigate the latest information and methodology for this endeavor.