

This is a two-part process. You must complete both Steps 1 and 2 below to fulfill your pre-entrance health statement requirement.

1. You must **complete/submit** the required health information/documents online via the **Access OHS Portal**.
2. You must **upload a screenshot** of your OHS Final Compliance email into **MedHub** as proof that you have completed all the pre-entrance health requirements via the Access OHS Portal.

STEP 1: UCSF FRESNO GME – Access OHS Quick Guide

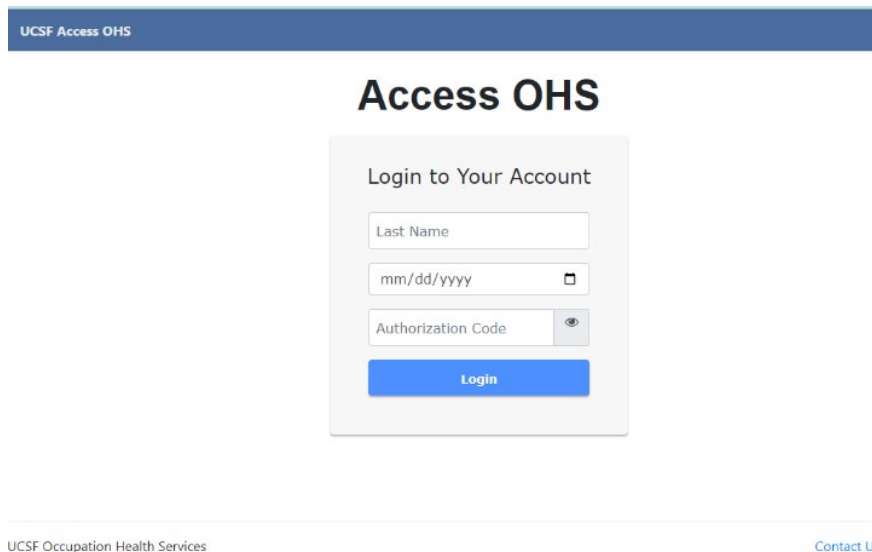
What is Access OHS?

Access OHS is an accessible portal where new incoming GME Trainees (Residents/Fellows) can submit their pre-employment health information to Occupational Health Services. It does not require MyAccess or a VPN, which makes it easier to access for those new to UCSF.

Trainees should expect to receive an automated email from Occupational Health Services, which will include a required Authorization Code to login.

The site is located at <https://accessohs.ucsf.edu/>, which will bring you to a landing page that will appear as pictured below:

To access the site, you will need to input your last name, date of birth, and authorization code.



The screenshot shows the UCSF Access OHS login interface. At the top, there is a dark blue header with the text "UCSF Access OHS". Below this, the title "Access OHS" is displayed in a large, bold, black font. Underneath the title is a light gray box containing the login form. The form is titled "Login to Your Account" and includes three input fields: "Last Name", "mm/dd/yyyy" (with a calendar icon), and "Authorization Code" (with an eye icon for toggling visibility). A blue "Login" button is positioned at the bottom of the form. At the very bottom of the page, there is a footer with "UCSF Occupation Health Services" on the left and a "Contact Us" link on the right.

How Do I Upload My Documents?

Once you sign into Access OHS, you will see a series of tiles, each of which represents a different compliance item that requires completion. It should resemble the image below:

UCSF Access OHS

Welcome [REDACTED] [Log off](#)

Task Status :

Not Completed

Not Completed

MMR Vaccinations ⓘ Attach vaccination record New Assigned on 10/10/2023 Launch	Varicella Vaccination ⓘ Attach vaccination record New Assigned on 10/10/2023 Launch	Most recent TB test ⓘ Attach most recent TB test New Assigned on 10/10/2023 Launch	SARS CoV-2 Vaccination ⓘ Attach vaccination record New Assigned on 10/10/2023 Launch
Influenza Vaccination ⓘ Attach vaccination record Returned Assigned on 10/10/2023 Launch	TB Questionnaire ⓘ Complete survey New Assigned on 10/10/2023 Launch	Demographics ⓘ Update personal information In Progress Assigned on 9/14/2023 Launch	Other Vaccinations ⓘ Attach vaccinations record In Progress Assigned on 9/14/2023 Launch

UCSF Occupation Health Services

[Contact Us](#)

Each tile will display when the activity was first assigned to you, and whether it is new. Click **Launch** at the bottom of each tile to submit the requested information. ***Please note: You will need to select the “Other Vaccinations” tile to upload your titer records.** If all your titers are printed on the same document, you can select multiple titers to which you apply your documentation. An example has been included here below for reference.

Submitting Vaccine/Titer Records

1. Click **Browse** and select the file you’d like to upload which contains your vaccine record. The record needs to contain the following information:
 - Provider Name and Location
 - Patient Name and Date of Birth
 - Vaccine Information (*type, formulation, lot number, etc.*)
 - Date of Vaccine Administration/Date of Titer Draw or Result (If Titer is quantitative, include the reference range)
2. If you have any additional comments or information to add, please include it in the free text box provided next to **Additional Information**.
3. Click **Submit to Occupational Health**

UCSF Occupational Health Portal

HomeMenuAdministratorMore Actions

Welcome [REDACTED]Log off

Submit External Provider Documentation

Employee ID [REDACTED]

Lived Name [REDACTED]

Birth Date [REDACTED]

Attach Documentation

Browse

Please select specific vaccination(s)/immunization(s)

☐ Influenza Vaccination	☐ SARS-CoV-2 (COVID-19) Vaccination	☐ COVID-19 Test Result
☐ Measles, Mumps, & Rubella Vaccination	☐ Varicella (Chicken Pox) Vaccination	☐ TDaP (Tetanus, Diphtheria, Pertussis) Vaccination
☐ TD (Tetanus, Diphtheria) Vaccination	☐ Smallpox-Monkeypox Vaccination	☒ Measles Titer
☒ Mumps Titer	☒ Rubella Titer	☐ TB/PPD Test
☒ Varicella Titer	☐ Hepatitis B Vaccination	☐ Chest X-ray Routine (PA only)
☒ Hepatitis B Surface Antibody		

Additional Information

Submit to Occupational Health

UCSF - Confidential

Contact Us

What records will be required for compliance with UCSF Policy?

Please see the following table for options regarding what items will satisfy the Occupational Health compliance requirement(s) in each category. This list is a helpful tool to have when requesting records from your own primary care provider.

Compliance Requirement	Option 1	Option 2
COVID-19 Vaccine	ONE or more of the following options: - Initial shot or series (one-dose, such as the J&J vaccine) + ONE Booster (initial or bivalent) - Bivalent Vaccine - XBB Vaccine AND Annual (2024-2025) COVID-19 Vaccine Compliance (ONE of the options below) - Administration Declination - Attestation	Approved Exception Request COVID-19 Vaccine - Religious exception COVID-19 Medical Exception AND Annual (2024-2025) COVID-19 Vaccine Compliance (ONE of the options below) - Administration Declination - Attestation
MMR Vaccine	2 dose series	Titer showing immunity to all 3 components (<i>Measles, Mumps and Rubella</i>)
Varicella Vaccine	2 dose series	Titer showing immunity
TDaP Vaccine	TDaP given within the last 10 years	TDaP given once after the age of 17 + TD given in the last 10 years
Hepatitis B Vaccine	2 or 3 dose series + Titer showing immunity	Titer showing immunity
TB (Tuberculosis) Screening	NEGATIVE TB HISTORY 1 negative TB test within the prior 3 months. (TB PPD skin test, QuantiFERON-TB Gold Plus blood test, or T-SPOT.TB blood test)	POSITIVE TB HISTORY Positive TB test + Negative chest Xray (in prior 12 months) + Negative TB symptom review

If you have login issues or any questions regarding the requirements listed above, please don't hesitate to contact **UCSF Fresno Occupational Health Services** at Fresno-Ohs@ucsf.edu or **(559) 499-6630**.

Your coordinator also be a helpful resource should you have questions about the requirements outlined above.

Welcome to UCSF Fresno, we look forward to working with you!

Warmly,

UCSF Fresno Occupational Health Services

<https://hr.ucsf.edu/wellbeing/occupationalhealth>

STEP 2: Upload Screenshot to MedHub

Once you have completed your compliance requirements on the Access OHS Portal, you will need to upload a screenshot of your OHS Final Clearance email to MedHub (example image below).

