

OCCUPATIONAL HEALTH PROGRAMS

Department of Human Resources

Pre-Employment / Post-Offer Medical Examinations Phone: (213) 738-2187 | Fax: (213) 784-1713

Your guide to the Pre- Employment / Post-Offer Medical Examination with County of Los Angeles Occupational Health Programs (OHP)

Congratulations on receiving a Conditional Offer of Employment with the County of Los Angeles (County)!

You have been scheduled for an appointment with one of our Occupational Health clinics that are contracted with the County to conduct pre-employment / post-offer medical examinations.

During your examination, it is very important that you provide a thorough and accurate medical history when completing the medical history questionnaire and during the interview with the clinic physician. This will help to determine whether you can adequately and safely perform the essential job duties for the position with or without reasonable accommodation.

After completion of your examination, the contracted clinic will provide OHP with notice of your medical status. It may take up to 10 business days from the date of your medical examination for OHP to receive the results. In some cases, the process can take longer due to the need to review and consider additional medical information or personal medical records. OHP will make every attempt to provide medical status to the department in a timely manner.

Please be advised, due to the uncertainties regarding the status of your medical examination, you should <u>never</u> quit your current job until the hiring department contacts you with information regarding your medical status.

OHP will send you a letter with the results of your examination. If you have not received a communication after three weeks, you can call the OHP Medical Exam Status Hotline at (213) 738-2187.