Instructions for managers concerning medical check-ups
– for staff and students

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1. Aim/Scope

The aim of the present instructions is to make it easier for managers with human resources responsibilities at Lund University (usually the head of department or person to whom the head of department has delegated the task, below also referred to as employer) to assess when a medical check-up is to be performed.

The term employee in this document refers to both staff members (including doctoral students) and students. Certain medical check-ups may also include other staff groups, such as external cleaners and service technicians.

Preventive medical check-ups for staff are part of the duties of the Occupational Health Service (Företagshälsovården, FHV). FHV also performs medical check-ups for students and those without a contract of employment, such as scholarship holders, in which case the cost will be charged to their department.

As a manager with human resources responsibilities, you are obliged to

- ensure that only employees with an approved fitness to work certificate is permitted to start work where such a certificate is required. Work performed without an approved fitness to work certificate can result in a fine of SEK 150 000,
- ensure that medical check-ups/examinations are performed regularly when applicable,
- ensure that a record is kept, see section 2,
- ensure that FHV has the correct documentation for its report to the Swedish Work Environment Authority (only concerning lead, cadmium, asbestos, quartz and certain types of synthetic non-organic fibres), see section 5.

If you experience any uncertainties in connection with your risk assessment, or you have questions concerning health risks, we recommend that you contact the work environment engineers at LU Estates, or a radiation physician.

The instructions interpret/summarize the main contents of AFS 2005:6 and amendments in AFS 2014:23 and 2015:3. They do not provide a full account of the employer’s responsibilities within the various areas of risk. For complete information about the legal requirements involved, please consult the respective provisions in section 6.

For examinations in accordance with AFS 1990:11 (section 6.8) and AFS 2005:1 (section 6.13), the Swedish Work Environment Authority acknowledges that these two provisions need updating, as they are unclear with regard to the requirement to keep a record. The Swedish Work Environment Authority recommends that a record be kept until the provisions have been updated.
2. Requirements to keep a record

Employers are to keep a record of all employees who have undergone a medical check-up, in accordance with the Swedish Work Environment Authority provisions AFS 2005:6 (with the exceptions of sections 6.8 and 6.13).

The record is to include:
  a) the name of the employee,
  b) what the employee has been exposed to,
  c) the period in which the employee was exposed,
  d) the results of biological exposure check-ups in cases of exposure to lead and cadmium, and
  e) the results of conducted examinations and, in case of a fitness to work assessment, when and by whom it was performed. Details about the fitness to participate in diving work are also to be recorded in a diving log or equivalent.

The record is to be stored for 10 years (40 years for item e above) starting the day the last entry was made. Records concerning ionizing radiation are to be stored for up to 55 years. Managers with human resources responsibilities are therefore to ensure that medical certificates/fitness to work certificates are registered after the field concerning the period of exposure has been filled in. Read more about procedures in section 5.

3. Definitions

Medical check-up
Umbrella term for medical examination, biological exposure check-up, health screening, and fitness to work assessment. Vaccinations are not considered a medical check-up.

Fitness to work assessment
The physician’s assessment of whether or not the employee’s state of health is such that they are permitted to undertake the duties which caused the medical check-up to be performed.

Arrange (medical check-ups)
The employer’s responsibility to arrange and offer employees medical check-ups, and make sure that those who have undergone medical check-ups undertake the duties which caused the medical check-up to be performed.

Offer (medical check-ups)
Differs from “arrange” in that there is nothing to prevent nor prohibit the employee from performing their duties if they decline the offer of a medical check-up.
4. Guidance on the concept “risk of exposure”

In case of an allergenic chemical product, an assessment shall be made as to whether employees are at risk of being exposed to it when performing their work.

If the risk assessment determines that there is an insignificant level of exposure, even if the work is carried out on a lab counter outside the fume hood, the provisions of section 37a–g of the regulations on chemical work environment hazards do not apply. These paragraphs include documented risk assessment, signage, information, training and medical examinations.

However, if the risk assessment determines that the work must be performed in a fume hood in order to minimise exposure, the requirements apply.

If protective gear must be used in order to avoid exposure, this means that there is a risk of exposure.

If a risk of exposure is determined, the requirements of section 37 b–g of the regulations on chemical work environment hazards apply.

In case of temporary work with small amounts of skin allergenic products, such as glue in a tube, the level of exposure may be considered so small that it does not involve exposure according to the definition in section 37a.

If the products are used in a closed system, there can be no exposure.

When exceptions are made from medical check-ups, it is important that the risk assessment clearly describes and justifies how the method is to be used so that it does not involve a risk of exposure.

These are only guidelines – the manager’s risk assessment always takes precedence.
5. Procedure

1. Conduct a documented risk assessment as required (instructions on how to conduct a risk assessment are included in section 6).
2. Assess whether employees are to be required or offered to undergo medical check-ups/regular medical check-ups/vaccinations.
3. If employees are to undergo medical check-ups/vaccinations, the request form is to be sent to the Occupational Health Service (FHV) via regular mail/internal mail. In most cases, the risk assessment is to be included with the request form, in accordance with the instructions under each item listed in section 6. FHV is not responsible for making sure that the risk assessment is correct; rather it uses it as a basis for assessment.
4. FHV calls the employee to an appointment.
5. The employee undergoes the medical check-up/vaccination. Employers will be charged by FHV for any missed appointments.
6. FHV provides the person who made the request with a copy of the medical certificate/fitness to work certificate. FHV is not allowed to disclose any medical information about an employee to their employer after the check-up without their permission.
7. The person who made the request registers the medical certificate/fitness to work certificate via the department or faculty registrar after completing the field concerning the period of exposure. The forms must not be emailed as they contain personal data. See section 2 for reference to the legal requirements that apply. These documents are classified as confidential in the document registration.

Instructions on document registration of medical certificates/fitness to work certificates for employees:

a) Create a new case in the P series. Click the symbol for categorise. Select the template ‘Medicinsk kontroll personal’ (Medical check-up staff). Fill in the correct department under the case heading ‘Medicinsk kontroll institution’ (Medical check-up department). Fill in the rest of the mandatory fields of the digital case card. NB: Under ‘Motpart’ (Counterpart) write the name and surname of the employee who has undergone a medical check-up.

b) Register documents. Each case must only have one set of documents. The name of the case documentation (medical certificate/fitness to work certificate) is to be ‘Medicinsk kontroll’ (Medical check-up). There is a template for this – click on ‘Åtgärd/Handl.*’ (Action/doc) on the digital document card. The type of document is to be ‘Skrivelse’ (Text), and it is to be classified as confidential. Click on the symbol that looks like a lock. Tick the box ‘Sekretessbelagd’ (Confidential). Complete the remaining fields and click on the heading ‘Lagrum’ (Section) and select ‘OSL 39:2’.

Instructions on document registration of medical certificates/fitness to work certificates for students:

a) Create a new case in the STUD series. Click the symbol for categorise. Select the template ‘Medicinsk kontroll student’ (Medical check-up student). Fill in the correct department under the heading ‘Medicinsk kontroll institution’ (Medical check-up department). Fill in the rest of the mandatory fields of the digital case card. NB: Under ‘Motpart’ (Counterpart) write the name and surname of the student who has undergone a medical check-up.
b) Register documents. Each case must only have one set of documents. The name of the case documentation (medical certificate/fitness to work certificate) is to be ‘Medicinsk kontroll’ (Medical check-up). There is a template for this – click on ‘Åtgärd/Handl.*’ (Action/doc) on the digital document card. The type of document is to be ‘Skrivelse’ (Text), and it is to be classified as confidential. Click on the symbol that looks like a lock. Tick the box ‘Sekretessbelagd’ (Confidential). Complete the remaining fields and click on the heading ‘Lagrum’ (Section) and select ‘OSL 21:1’.

NB: No other documents concerning the medical check-up are to be registered.

8. FHV submits supporting documents for quarterly reports to the Swedish Work Environment Authority (concerning lead, cadmium, asbestos, quartz and certain types of synthetic non-organic fibres).
6. Medical check-ups prescribed by law

6.1 Allergenic chemical products including thermosets
AFS 2018:2/AFS 2005:6

Responsibility of the head of department/equivalent
Make sure that employees who handle the substances listed under point A below involving a risk of exposure (see definition in section 4) have undergone a medical examination and training (see below) before starting work and that they have obtained a fitness to work certificate, showing that the person is fit to perform such work. However, if an equivalent medical examination was performed within two years prior to the employee started work, it is not necessary to repeat the examination.

Implement procedures to ensure that employees undergo periodic medical examinations at a given time, 3–6 months after the initial exposure and then every two years.

Make sure that employees who handle the substances listed under point B below involving a risk of exposure (see definition in section 4) have been offered to undergo a medical check-up, and possibly training (see below) before starting work

A) – diisocyanates
– organic acid anhydrides
– ethyl-2-cyanoacrylate or methyl-2-cyanoacrylate if the work is performed for more than 30 minutes per week in total or
– work that may involve exposure to isocyanates formed by thermal decomposition (e.g. polyurethane plastic when exposed to high temperatures)

B) – epoxy plastic components
– formaldehyde resins
– methacrylates that are labelled H317 or H334
– acrylates that are labelled H317 or H334
– reinforced ester plastics (except if exposure measurements have shown that the content of styrene <1/5 of the current exposure limit)

If an employee, when working with allergenic chemical products, develops symptoms, such as respiratory problems, skin diseases, or allergies, the employer is to arrange/offer them a medical examination in accordance with the above procedure.

Risk assessment
When requesting a medical check-up: include a risk assessment based on AFS 2014:43, sections 8–10 and 37b (document the risk assessment in, for example, KLARA).

Training
Training is required for those who manage the work or handle products involving a risk of exposure containing
– diisocyanates
– epoxy plastic components
– organic acid anhydrides
– formaldehyde resins
– methacrylates that are labelled H317 or H334, or
– acrylates that are labelled H317 or H334
as well as work involving thermal decomposition that releases isocyanates, or
processes that release formaldehyde.

If the work is performed for more than 30 minutes per week, the person must undergo training in how to handle products containing
– ethyl-2-cyanoacrylate
– methyl-2-cyanoacrylate

The training must be possible to validate by a training certificate, which is not to be more than five years old. To request training, please contact the work environment engineers at LU Bygg.

6.2 Artificial optical radiation (laser, IR, UV and visible light)
AFS 2009:07

Responsibility of head of department/equivalent
If an employee has been exposed beyond the current limit, stated in appendices I and II of the above provision, or if they show signs of injury due to optical radiation, the employer and/or employee must immediately contact the Swedish medical advice hotline 1177, and possibly offer the employee a medical check-up. Any other staff exposed in a similar way are also to be offered a check-up.

The check-up is to be performed by a doctor within public or private healthcare. The regular procedure (section 5) does not apply. Remember to document.

The employer is to read the doctor’s assessment concerning any signs of injury due to exposure to artificial optical radiation, unless they are prevented from doing so due to secrecy or doctor-patient confidentiality.

Health risks involved in artificial optical radiation

Eye injuries
Ultraviolet radiation can damage the cornea and cause welder’s flash or snow blindness. The damage usually occurs a few hours after exposure. The symptoms include pain, watering eyes and discomfort from light. After a few days, the injury is healed. However, very high doses of ultraviolet radiation can cause damage to the rear part of the cornea which can result in permanent visual impairment.

Visible radiation is only slightly absorbed in the cornea and lens of the eye, and therefore reaches the retina relatively unaffected. The levels can be high and cause damage to the photoreceptors and neurons. There is also a risk of photochemical and thermal damage to the retina.

Infrared radiation is absorbed depending on the wavelength of the cornea and the lens, and can create heat-induced damage to these tissues.
**Skin damage**
Redness of the skin occurs when it is overexposed to UV radiation. The redness is combined with a sensation of burning and high levels of exposure can cause blistering of the skin in the same way as other burns. Ultraviolet radiation increases the risk of skin cancer and lip cancer.

When the limit for visible radiation is exceeded, there is a risk of thermal effects in the form of skin burns.

Strong infrared radiation can cause burns on unprotected skin. Normally, the employee notices this exposure when their skin begins to hurt or sting already during the time of exposure. This usually means that they are able to stop the work before any severe damage has occurred.

6.3 **Asbestos**
AFS 2006:1/AFS 2005:6

**Responsibility of the head of department/equivalent**
Make sure that a medical check-up is always conducted before employees proceed with work involving demolition (of material containing more than 1% asbestos, by weight) of a technical device/part of a technical device, a building/part of a building, or any work that involves the employee being exposed to dust containing asbestos for more than 50 hours per calendar year.

A medical check-up is to be performed before employees begin the work in cases for which you have applied for permission from the Swedish Work Environment Authority to
- handle asbestos or materials containing asbestos for research/development purposes, or analysis
- process and treat (e.g. clean with compressed air, sand, saw, clean) material that has already been installed

Implement procedures for regular check-ups every three years.

The head of department/equivalent is responsible for making sure that the measurement results from the medical check-ups are submitted to the Swedish Work Environment Authority every quarter. FHV will assist with producing this report.

Permission is not required for removing brake linings and other friction elements containing asbestos, or for removing the moulded packing materials containing asbestos which can be disassembled as a whole.

**Risk assessment**
When requesting a medical check-up: include information on which type of asbestos management the employer will be performing.
6.4 Work involving a computer screen/monitor
AFS 1998:5

Responsibility of the head of department/equivalent
Make sure that employees who normally work at a computer screen/monitor for more than one hour per work day undergo an eye examination. Eye examinations are subsequently to be arranged regularly, and when an employee reports of any discomfort that can be associated with the visual demands of their work.

If the results of an eye examination show a need for an additional examination by an ophthalmologist with regard to the visual requirements of screen/monitor work, the manager is to arrange for such an examination.

The employer is to provide the employee with special glasses which have been specially tested for work on a screen if the eye examination shows they are necessary and that regular glasses cannot be used.

In case of need for an eye examination, or for any questions concerning glasses and screen-related work, visit http://www.staff.lu.se/employment/work-environment-and-health/glasses-for-computer-work

The regular procedure (section 5) does not apply.

6.5 Lead
AFS 2005:6 och AFS 2007:5

Responsibility of the head of department/equivalent
Make sure that employees who handle lead, non-organic lead compounds, lead salts of organic acids, or materials containing lead, involving a risk of exposure (see definition in section 4), have undergone a medical examination before starting work and that they have obtained a fitness to work certificate, showing that the person is fit to perform such work. However, if an equivalent medical examination was performed within three years prior to the start of such work, it is not necessary to repeat the examination.

Implement procedures for
– recurring biological exposure check-ups every three months starting the day the exposure to lead began
– periodic check-ups no more than 36 months apart, starting the day the work began

The requirements do not apply to work with materials that have a lead content of no more than 1 per cent of the total weight, or occasional or sporadic work with lead performed for no more than 5 hours/week. They also do not apply to manual soft soldering work with solder and an electric soldering iron, or work with organic lead compounds other than lead salts of organic acids.

The head of department/equivalent is responsible for making sure that the measurement results from the medical check-ups are submitted to the Swedish Work Environment Authority every quarter. FHV will assist with producing this report.
Inform female employees under the age of 50, undergoing a medical examination due to a possible risk of lead exposure involved in their work, of the risks to the foetus in case of pregnancy. **Pregnant and breastfeeding women are not to perform work involving lead.**

**Risk assessment**
When requesting a medical check-up: include a risk assessment based on AFS 2014:43, sections 8–10 and 50 (document the risk assessment in, for example, KLARA).

### 6.6 Noise
AFS 2005:16 och råd i AFS 2005:6

**Responsibility of the head of department/equivalent**
Make sure that employees exposed, or at risk of exposure, to loud noise levels that exceed the values in the table below are offered a medical examination.

<table>
<thead>
<tr>
<th></th>
<th>Lower action values</th>
<th>Higher action values</th>
</tr>
</thead>
<tbody>
<tr>
<td>Daily noise exposure [dB]</td>
<td>80</td>
<td>85</td>
</tr>
<tr>
<td>Maximum A-weighted sound</td>
<td></td>
<td></td>
</tr>
<tr>
<td>pressure level [dB]</td>
<td>–</td>
<td>115</td>
</tr>
<tr>
<td>Impulse peak level [dB]</td>
<td>135</td>
<td>135</td>
</tr>
</tbody>
</table>

**Explanations (simplified)**
- **Daily noise exposure levels**
  Measurement of the average sound level for a period of less than 8 hours.

- **Maximum A-weighted sound pressure level**
  The maximum instantaneous noise level during the measured period of time. Filter installed to suppress noise at low frequencies to mimic human ear sensitivity.

- **Impulse noise**
  Brief sounds with very short rise time (e.g. shot sound, hammer blow).

**Risk assessment**
When requesting a medical check-up: include a risk assessment based on AFS 2005:16, section 5.

### 6.7 Diving work
AFS 2010:16/AFS 2005:6

**Responsibility of the head of department/equivalent**
Make sure that employees who perform work under water and thereby inhale breathing gas under high pressure undergo a medical examination within 12 months prior to starting any diving work, and that they have obtained a fitness to work certificate, showing that the person is fit to perform such work.

Periodic medical examinations are to be conducted at least every five years for those under 40, and for everyone else at least every two years.
If the employee has suffered from an illness or accident that may increase the risk of injury or accident, they are to undergo a medical examination before they resume work.

Pregnant women are not permitted to perform any diving work.

**Risk assessment**
When requesting a medical check-up: include a risk assessment based on AFS 2010:16, section 5.

### 6.8 Work with laboratory animals
AFS 1990:11
In accordance with the above provision, laboratory animals include mice, rats, guinea pigs, rabbits, cats, monkeys, pigs and sheep. It may also include birds, reptiles, fish, insects and other invertebrates.

Responsibility of the head of department/equivalent
Make sure that employees who regularly come into contact with allergenic animals are offered a medical check-up before they begin the work, or at the very start of their employment.

If an employee, when working with laboratory animals, develops symptoms, such as nasal congestion, itchy eyes or respiratory problems which may indicate an allergy or other oversensitivity, they are to be offered periodic medical examinations.

**Risk assessment**
When requesting a medical check-up: include information on what type of animal/s the employee will be working with.

### 6.9 Ionising radiation
SSMFS 2008:51 and advice in AFS 2005:6

**Responsibility of the head of department/equivalent**
Make sure that employees performing work involving radiation of the type in category A* undergo medical examination and that they have obtained a fitness to work certificate, showing that the person is fit to perform such work before it actually begins.

**Implement procedures for**
- recurring medical examinations every three years for as long as the employee continues the work
- periodic check-ups of their state of health in the years when no medical examination is conducted
- ensuring that medical examinations are performed immediately after someone exceeds the annual radiation limit prescribed by the Swedish Radiation Safety Authority
An employee is to be considered part of category A if there is a probability that the annual effective dose will amount to 6 mSv or more, or the annual equivalent dose to the lens of the eye is 45 mSv or more, or the annual equivalent dose to the extremities or the skin is 150 mSv or more.

Pregnant women have the right to transfer to work that does not involve ionising radiation during pregnancy. See also section 6 and 7 of the provision concerning women who are pregnant or breast-feeding.

6.10 Cadmium
AFS 2005:6

Responsibility of the head of department/equivalent
Make sure that employees who will handle cadmium or materials, metals or chemical compounds containing cadmium, involving a risk of exposure to cadmium (see definition in section 4), have undergone a medical examination before starting work and that they have obtained a fitness to work certificate, showing that the person is fit to perform such work. However, if an equivalent medical examination was performed within three years prior to the employee started work, it is not necessary to repeat the examination.

Periodic biological exposure check-ups are to be conducted every 6 months starting the day the work began.

Implement a procedure for regular check-ups no more than 36 months apart, starting the day the work began.

The head of department/equivalent is responsible for making sure that the measurement results from the medical check-ups are submitted to the Swedish Work Environment Authority every quarter. FHV will assist with producing this report.

Risk assessment
When requesting a medical check-up: include a risk assessment based on AFS 2014:43, sections 8–10 and 50 (document the risk assessment in, for instance, KLARA).

6.11 Quartz
AFS 2015:2/AFS 2005:6

Responsibility of the head of department/equivalent
Make sure that employees exposed to dust containing quartz through inhalation
– for more than 20 hours per week
– for a total of at least 3 months/year, and
– where respirable quartz dust or cristobalite dust exceeds half the hygienic exposure limit

have undergone a medical examination before starting the work and that they have obtained a fitness to work certificate, showing that the person is fit to perform such work.
Implement procedures for regular check-ups no more than 36 months apart, starting the day the work began.

The head of department/equivalent is responsible for making sure that the measurement results from the medical check-ups are submitted to the Swedish Work Environment Authority every quarter. FHV will assist with producing this report.

**Risk assessment**
When requesting a medical check-up: include a risk assessment based on AFS 2015:2, sections 7–9.

### 6.12 Mast and pole work

**Responsibility of the head of department/equivalent**
Make sure that employees whose work duties involve climbing up masts and poles (higher than 13 metres) have undergone a medical check-up within 12 months before starting the work and that they have obtained a fitness to work certificate, showing that the person is fit to perform such work.

Implement procedures for regular check-ups no more than 12 months apart.

If the employee has suffered an illness or accident that may increase the risk of injury or accident, they are to undergo a medical examination before they begin working at height.

**Mast and pole work includes work such as**
- constructing, inspecting, erecting, demolishing and maintaining a mast or pole,
- climbing, etc. on a mast or pole,
- assembling, disassembling, replacing or maintaining equipment and associated consumable materials mounted on a mast or pole.

**Risk assessment**
When requesting a medical check-up: include information on what type of work at height will be performed by the employee.

### 6.13 Risks of infection

**Responsibility of the head of department/equivalent**
When necessary, the employer shall offer vaccinations, other medical preventive measures, examinations and check-ups to employees who may have been, or are at risk of being, exposed to infectious agents at work. The employer shall ensure that employees are informed about the advantages and disadvantages of vaccinations, that vaccinations do not always provide complete protection against infection and that other safety measures are therefore also necessary.
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- Blood-transmitted infectious agents do not only exist in human blood; they can also be found in other bodily fluids, especially if there are traces of blood in them. Consider the need for arranging hepatitis B vaccinations and testing of immunity against hepatitis B for all those who may be at risk of harmful exposure.

- A list of the microorganisms for which there are effective vaccines available can be found in appendix 1 of AFS 2018:4. Consider the need of arranging vaccinations for all those who may be at risk of harmful exposure.

Pregnant women are not permitted to engage in work involving rubella or toxoplasmosis, see AFS 2007:5.

**Vaccination procedure**
FHV performs hepatitis B vaccinations and immunity testing against hepatitis B for employees. For other vaccinations, such as hepatitis B vaccinations for students or all other types of vaccines/medical preventive measures for employees and students, the employer is to refer them to a vaccination centre (at no cost to the employee).

**Risk assessment**
When requesting a medical check-up: include a risk assessment based on AFS 2018, section 6 (document the risk assessment on the form BARA, for example).

**Acute injury**
In case of a suspected risk of exposure to an infectious agent, for example from a needle when handling human material or infectious microorganisms, this should be examined at an infection clinic.
https://www.varden.se/vardgivare/lund/22157/infektionsmottagning-lund. Cuts or pricks from a needle or similar, involving a known or strongly suspected risk of exposure to an infectious agent, shall be reported immediately to the Work Environment Authority as a serious incident.

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**6.14 Overnight work**
AFS 2005:6

**Responsibility of the head of department/equivalent**
Offer employees who normally (> 3 months) work at least three hours during night-time, or will perform at least 38% of their annual working hours overnight, a medical examination before they begin this work. However, if an equivalent medical examination was performed within one year prior to the employee started work, it is not necessary to repeat the examination.

Night is defined by the above provision as between 22:00 and 07:00.

Implement procedures for providing regular check-ups every six years (three years if the employee is over 50).

**6.15 Hazmat suit rescue involving smoke and chemicals**
Responsibility of the head of department/equivalent
Make sure that employees whose work duties involve hazmat suit rescue involving smoke or chemicals have undergone a medical check-up within 6 months before starting the work, and that they have obtained a fitness to work certificate, showing that the person is fit to perform such work.

Implement procedures for regular check-ups no more than 12 months apart.

If the employee has suffered an illness or accident that may increase the risk of injury or accident, they are to undergo a medical examination before they begin hazmat suit rescue work involving smoke or chemicals.

Pregnant women are not permitted to engage in hazmat suit rescue work involving smoke or chemicals. This prohibition also applies when breast-feeding.

6.16 Synthetic non-organic fibres
Responsibility of the head of department/equivalent
Make sure that employees who will handle refractory ceramic fibres, special fibres or crystalline fibres, involving a risk of exposure (see definition in section 4), have undergone a medical examination before starting work and that they have obtained a fitness to work certificate, showing that the person is fit to perform such work.

Implement procedures for regular check-ups no more than 36 months apart.

The provision does not include the handling of stone, minerals or glass wool.

The head of department/equivalent is responsible for making sure that the measurement results from the medical check-ups are submitted to the Swedish Work Environment Authority every quarter. FHV will assist with producing this report.

Risk assessment
When requesting a medical check-up: include a risk assessment based on AFS 2014:43, sections 8–10, and the requirements stated in AFS 2004:1 (document the risk assessment in, for instance, KLARA).

6.17 Vibrations
Responsibility of the head of department/equivalent
Offer medical check-ups to employees exposed to vibrations that exceed the values in the table below, or if there is reason to suspect that harmful effects to their health may occur.

Implement procedures for regular check-ups every three years.
Action values

Hand and arm vibrations  2.5 m/s²
Full body vibrations  0.5 m/s²

Work involving exposure to vibration includes:
– shaking of an Eppendorf tube for a long period of time and at high power
– long-term handling of power-driven hand tools, high-pressure washing, truck driving

Risk assessment

When requesting a medical check-up: include a risk assessment based on AFS 2005:15, sections 4–7.