

[| NODIS Library](#) | [Organization and Administration\(1000s\)](#) | [Search](#) |

NASA Procedural Requirements

COMPLIANCE IS MANDATORY**NPR 1800.1D**
Effective Date: May 13, 2016
Expiration Date: May 13,
2021[Printable Format \(PDF\)](#)

Request Notification of Change (NASA Only)

Subject: NASA Occupational Health Program Procedure**Responsible Office: Office of the Chief Health & Medical Officer**[| TOC](#) | [Preface](#) | [Chapter1](#) | [Chapter2](#) | [Chapter3](#) | [Chapter4](#) | [Chapter5](#) | [Chapter6](#) | [Chapter7](#) |
[AppendixA](#) | [AppendixB](#) | [AppendixC](#) | [AppendixD](#) | [AppendixE](#) | [AppendixF](#) | [AppendixG](#) |
[AppendixH](#) | [ALL](#) |

Preface

P.1 Purpose

a. This NASA Procedural Requirement (NPR) describes Occupational Health Program (OHP) procedures necessary to effectively carry out the mission of the Office of the Chief Health and Medical Officer (OCHMO) and ensure that the scope and quality of services provided by the OHP personnel at Centers are optimal. OHP professionals and allied health professionals throughout the Agency shall utilize these procedures in their daily tasks to ensure the health of employees and a safe work environment.

b. Where conflicts exist between other NASA health and safety requirements, Occupational Safety and Health Administration requirements and other Federal, state, or local regulations, the most protective requirements shall apply. The NASA Chief Health and Medical Officer (CHMO) is the final authority on the applicability of all Occupational Health (OH) requirements throughout the Agency.

c. OHP services encompass five constituent areas, as a holistic approach; all working synergistically to support employee health, yet functioning under different legal statutes and requiring unique professional expertise and different process procedures and outcome metrics. These five constituent programs include Occupational Medicine, Environmental Health (including Radiological Health), Health Promotion and Wellness, Federal Workers' Compensation, and Employee Assistance.

d. Recordkeeping is one area that overlaps all OHP constituent areas. While each area has recordkeeping requirements specific to it, there are a few requirements that apply across the board. All OHP records shall be safeguarded, maintained, and dispositioned ¹ in accordance with the following:

- (1) NPR 1441.1, NASA Management Program Requirements;
- (2) NRRS 1441.1, NASA Record Retention Schedules;
- (3) Privacy Act of 1974, as amended, 5 U.S.C. 552a;
- (4) The Health Information Management System (HIMS) in NASA's "Privacy Act; Annual Notice and Amendment to Systems of Records," published in the Federal Register;
- (5) Records Management Plan for the NASA Electronic Health Record System, NASA-EHRS-RMP-000, February 28, 2012; and
- (6) Genetic Information Nondiscrimination Act of 2008 (GINA), PL 110-233.

¹ NASA is not required to comply with the Health Insurance Portability and Accountability Act (HIPAA), Pub. L 104-191, since we are not deemed a covered entity under the Act. However, where applicable, NASA should strive to meet the standard of privacy expected from HIPAA in the healthcare setting, specifically in the electronic transmission of health records, and when dealing with outside healthcare and insurance sources.

P.2 Applicability

- a. This NPR is applicable to NASA Headquarters (HQ) and NASA Centers, including Component Facilities and Technical and Service Support Centers. This language applies to the Jet Propulsion Laboratory (JPL), other contractors, grant recipients, or parties to agreements only to the extent specified or referenced in the appropriate contracts, grants, or agreements. Portions of this NPR are applicable to visitors.
- b. The OCHMO is a staff office that issues policy and provides guidance, Center technical support, and periodic reviews of Centers' OH programs. Periodic reviews shall not be considered direct "oversight" of Center programs and/or processes. Oversight, and implementation of policies set herein, is the responsibility of NASA Centers, Component Facilities, Service Support Centers, other NASA installations, and the NASA Management Office at the JPL (hereafter called "Centers").
- c. The section of this NPR requiring the mandatory use of an electronic health record system (EHRS) does not apply to JPL.
- d. In this NPR "shall" denotes a mandatory requirement, "may" or "can" denotes a discretionary privilege or permission, "should" denotes a good practice, and "will" denotes an expected outcome.

P.3 Authority

- a. Health Services Programs, 5 U.S.C. § 7901.
- b. The Occupational Safety and Health Act of 1970, as amended, 29 U.S.C. § 668, Section 19.
- c. The National Aeronautics and Space Act, as amended, 51 U.S.C. § 20113.
- d. Basic Program Elements for Federal Employee Occupational Safety and Health Programs and Related Matters, 29 CFR pt. 1960.
- e. Occupational Safety and Health Programs for Federal Employees, E.O. 12196 (1980), dated February 26, 1980.

P.4 Applicable Documents and Forms

- a. NPD 1000.0, Strategic Management and Governance Handbook.
- b. NPD 1210.2, NASA Surveys, Audits, and Reviews Policy.
- c. NPD 1600.3, Policy on Prevention of and Response to Workplace Violence.
- d. NPD 1850.1, NASA Medical System Quality Assurance.
- e. NPR 1000.3, The NASA Organization.
- f. NPR 1850.1, Quality Assurance of the NASA Medical Care System.
- g. NASA Laser Safety Review Board (LSRB) Charter, April 2014.

P.5 Measurement/Verification

The triennial review process and interim Center self-reviews are used to measure program performance.

P.6 Cancellation

NPR 1800.1C, NASA Occupational Health Program Procedures, dated October 6, 2009.

/s/
Richard S. Williams

| [TOC](#) | [Preface](#) | [Chapter1](#) | [Chapter2](#) | [Chapter3](#) | [Chapter4](#) | [Chapter5](#) | [Chapter6](#) |
[Chapter7](#) | [AppendixA](#) | [AppendixB](#) | [AppendixC](#) | [AppendixD](#) | [AppendixE](#) |
[AppendixF](#) | [AppendixG](#) | [AppendixH](#) | [ALL](#) |

| [NODIS Library](#) | [Organization and Administration\(1000s\)](#) | [Search](#) |

DISTRIBUTION:
NODIS

This Document Is Uncontrolled When Printed.
Check the NASA Online Directives Information System (NODIS) Library
to Verify that this is the correct version before use: <http://nodis3.gsfc.nasa.gov>
