

What to expect during your pre-employment or annual exam

We strive to provide you with the best care possible at all times, and will accommodate requests that are realistic and feasible. It is within this context that we ask you to take a few moments to review policies that affect the way services are provided.

- Schedule an appointment by calling the clinic of your choice. Walk-in drug screens are offered as a first available appointment (this may not be the same day).
- Arrive early for the check-in process. You will need a valid photo ID and will need to complete health history paperwork and consent forms.
- Call ahead if you're running late or are unable to make your appointment time. We will do all that we can to accommodate your appointment and to minimize the need to reschedule.
- Late arrivals (15 minutes after scheduled appointment) will be offered the next available appointment. While we will do all that is possible to accommodate requests, the first available appointment may not be on the day the appointment was missed. Please contact us 24 hours in advance to cancel appointments and avoid a no-show fee.
- Children are not allowed at appointments. For the integrity of the physical and testing process, as well as the safety of your children, please do not bring them to your appointment. If you have children with you, we will need to reschedule your visit.
- Upon arrival, reception staff will check you in, verify your general information and give you any paperwork that needs to be filled out before the exam.
- Staff will call you back and begin the appointment.
- The components of your physical will take place. These may include a drug screen, vision screening, as well as height, weight, blood pressure and heart rate checks. There may be additional testing, such as a hearing test, EKG, pulmonary function testing or lifting assessment. Staff will explain and/or demonstrate all testing prior to having you complete it.
- You will disrobe (except underwear) and put on a hospital gown, which ties in the back. The provider will finish the physical with an exam (checking reflexes, looking in eyes/ears/nose/throat, testing grip, etc.) and will review results with you.
- Once the provider has completed the exam, you may dress and are free to go unless additional labs or imaging are required by your employer. Once those additional tests are completed, you are free to go.
- We will forward all necessary paperwork to your employer.

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