



Department of Environmental Health & Safety
047 Biological Sciences 2
(937) 775-2215
Fax (937) 775-3761

January 29, 2015

TO: All Employees

FROM: Steve Farrell, Director

SUBJECT: Employee's Right to Access Exposure and Medical Records

NOTICE

In accordance with the Occupational Safety and Health Administration (OSHA) 29 CFR 1910.1020, this letter serves to notify all Wright State personnel of their right to access relevant exposure and medical records. Personnel also have the right to review any workplace monitoring results conducted by Environmental Health and Safety, or contracted outside agencies, relative to exposure to chemical, biological, radioactive, or physical agents. Initial requests shall be provided without cost to the employees.

Employees may also designate an "employee representative" to have access to their exposure and medical records. This request must be made in writing.

Personnel interested in reviewing relevant exposure or medical records can contact Steve Farrell at extension 3118, or via email at stephen.farrell@wright.edu to obtain procedures to access the information.