

# Health Hazard Evaluation Program

## What Employers Should Know

### Request an Evaluation

Department of Health and Human Services  
Centers for Disease Control and Prevention  
National Institute for Occupational Safety and Health

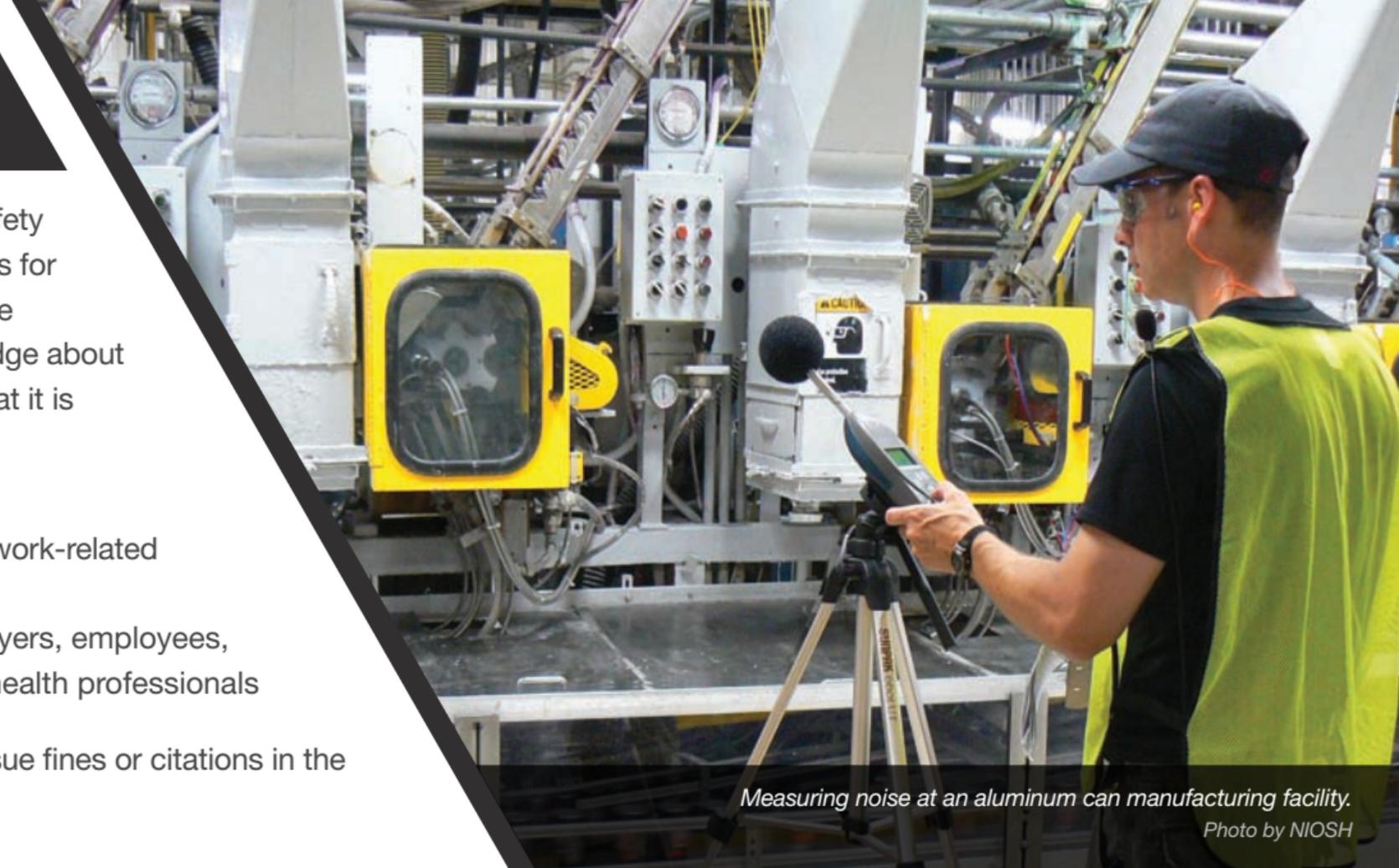


# What is NIOSH?

The National Institute for Occupational Safety and Health (NIOSH) is a part of the Centers for Disease Control and Prevention (CDC). The NIOSH mission is to develop new knowledge about occupational safety and health and see that it is used to protect workers.

- NIOSH does research
- NIOSH recommends ways to prevent work-related illness and injury
- NIOSH shares information with employers, employees, unions, and occupational safety and health professionals

As a research agency, NIOSH does not issue fines or citations in the workplaces it evaluates.



*Measuring noise at an aluminum can manufacturing facility.*

*Photo by NIOSH*

# What is the NIOSH Health Hazard Evaluation Program?



*Wiping a firearms instructor's boots to test for lead contamination.*

*Photo by NIOSH*

The Health Hazard Evaluation (HHE) Program evaluates workplaces throughout the United States. If you are an employer and want help assessing and controlling possible work-related health hazards in your workplace, you can ask for an evaluation. It is done at no cost to you.

The HHE Program has expertise in many areas, including hazard identification, exposure assessment, symptom surveys, medical testing, and engineering controls. Health hazards that can be assessed include:

- Physical agents such as heat and noise
- Biological agents such as mold
- Infectious diseases such as tuberculosis and influenza
- Chemicals such as solvents, metals, and particulates
- Psychosocial issues such as work stress

## Why Should You Request an HHE?

An evaluation offers employers several benefits.

- You will learn whether exposures or conditions in the workplace may harm employees' health.
- You will learn how to reduce or eliminate workplace hazards and prevent work-related illnesses and injuries.
- You may see an increase in employee productivity and a decrease in workers' compensation costs and medical expenses if you improve workplace health and safety programs.

## Who Can Request an HHE?

Employers, employees, and unions can request an evaluation.

A business owner, an agency or organization head, plant manager, chief executive officer, health and safety manager, or human resource manager can request an evaluation on behalf of their employer. You can request an evaluation no matter how many employees you have and whether you are in the private or public sector.

If you have questions about requesting an evaluation or if you would like to discuss issues at your facility, contact the HHE Program at **1-513-841-4382** or by email at **[HHERequestHelp@cdc.gov](mailto:HHERequestHelp@cdc.gov)**.

# How Does the HHE Process Work?

After you ask for an evaluation, a health and safety expert will contact you. From the information you provide, a decision will be made about how the HHE Program can assist.

For common types of hazards such as mold and indoor environmental quality, an on-site evaluation may not be needed. If this happens in your case, health and safety experts will review information from you and your employees including reports about exposures, illness, and injury. They will recommend ways to reduce employees' exposures and prevent work-related health problems. They may also suggest other resources.

If the HHE Program decides an on-site evaluation is needed, health and safety experts will come to your workplace at an agreed upon time. The process may involve:

- Observing work processes and practices
- Meeting with employee and employer representatives
- Talking privately with employees about their health
- Reviewing reports of exposure, injury, and illness
- Measuring exposures
- Surveying employees about their health
- Carrying out medical testing

The evaluation may require more than one visit. The team will work with you to minimize disruption of workplace activities. Throughout the evaluation you and your employees will be kept informed about the HHE Program's activities. The HHE Program will send employees the results of their own exposure measurements and medical tests done during the evaluation. As an employer, you will get a summary of the results and guidance for improving health and safety in your workplace.

# How Do You Request an HHE?

The form to request an evaluation can be found online at <http://www.cdc.gov/niosh/hhe/request.html>.

You can fill it out online or print the form and submit it by mail or fax.

If you have questions, please contact the HHE Program  
Monday–Friday, 9 a.m. – 4:30 p.m. Eastern Time

 1-513-841-4382

 [HHERequestHelp@cdc.gov](mailto:HHERequestHelp@cdc.gov)

 NIOSH Health Hazard Evaluation Program  
1090 Tusculum Ave., Mail Stop R-9  
Cincinnati, OH 45226-1998

 Health Hazard  
Evaluation Program



*Filling out the form to request an evaluation.*

*Photo by ©Thinkstock*

## What Happens After the Evaluation?



*Learning about health and safety improvements during a follow up visit. Photo by NIOSH*

After the evaluation is done, the HHE Program will send you and an employee representative a report that will tell you what the HHE Program did and what was found. It also will suggest ways to make your workplace healthier and safer. The HHE Program shares its reports with other federal agencies and the reports become part of the public record. The HHE Program posts its reports on its website where they are available to everyone for free. This allows other facilities to learn from the findings. The reports do not include your name or the name of your business, agency, or organization.

After the report is released, the HHE Program will invite you to ask questions and share your thoughts about the evaluation. Later, the HHE Program will send you surveys by mail to ask your opinions about your experience and give you a chance to describe actions taken in your workplace since the evaluation. To help improve the HHE Program, you may be asked about scheduling a follow-up visit. This visit will help the HHE Program learn how helpful its recommendations were in improving health and safety in your workplace.

# Delivering on the Nation's promise: Safety and health at work for all people through research and prevention

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To receive NIOSH documents or other information about occupational safety and health topics, contact NIOSH:

 1-800-CDC-INFO (1-800-232-4636)

 1-888-232-6348

 CDC INFO: [cdcinfo@cdc.gov](mailto:cdcinfo@cdc.gov)  
or visit the NIOSH website  
<http://www.cdc.gov/niosh/>.

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