



## **Memorandum**

---

**TO:** NMFR Joint Finance & Personnel Committee Members

**FROM:** Al Auxier, Chief  
Tara Theisen, Office Manager

**DATE:** September 18, 2014

**RE:** 2015 Medical Evaluations

In 2005, NMFR began the annual physical process for line staff members and Administrative personnel who are required to wear an SCBA.

This process involves blood work, physical, spirometry, audiogram, completion of health history paperwork (by the employee), and review of the completed OSHA respirator form. EKG's are performed on a bi-annual basis and chest x-rays are performed every five years for staff members. At times, if medically indicated by the Occupational Health physician, members may be sent for additional testing if the doctor feels this is necessary in order for them to be cleared to wear a respirator for their job.

In 2011, the City of Neenah began the HRA process for all city employees who use the City of Neenah's Health insurance. The lab work completed through the HRA process involves all of the same tests we require our members to have done with the exception of one lab test. In an effort to save money, Tara worked with Heather Barber, HR Director, to have the vendor that is chosen by the City of Neenah for their HRA process, complete the lab work for our staff. They also complete the additional test that we need our members to have so there is only one lab draw for them. These results are then forwarded to the vendor we choose to complete our annual physical process. This ends up in a significant savings for our Department as the City of Neenah has been able to obtain cheaper pricing for these tests due to the number of people they have participating in the HRA process. Due to the unknown chemicals our firefighters are exposed to during structure fires, even while wearing SCBA's and not being able to remove them until after air quality tests have been completed, there is still the risk of them having exposure to unknown chemicals. Therefore, one additional lab test (CBC with differential) is completed annually (during the HRA process), EKG's are performed bi-annually and will need to be performed in 2015. Chest x-rays are performed every five years, unless there would be a medical reason why they needed to have it done sooner. This is to watch for any changes in their lungs that could indicate potential medical issues, including cancer.

The process for our physicals begins in the fall of each year. We work with Heather Barber to set up the lab draws for our staff so they can be performed at the same time as the rest of the City of Neenah employees. In the meantime, a request for pricing is sent out to area vendors. This information is reviewed and a recommendation is made to the Joint Finance & Personnel Committee who reviews and makes a recommendation to both Common Councils.

The physicals are scheduled in December and are conducted, on duty, during January, February and March (if needed). It is ideal to schedule these in the beginning of the year as we are at maximum staffing levels, our requests for public education are low and we are not conducting any outside training due to the weather conditions.

A request for RFP's was sent out to Theda Care at Work, Affinity Occupational Health and Aurora Occupational Health. They were instructed to bid on the physical and other mandatory testing and were required to accept the lab work results provided from the City of Neenah's vendor for the lab work. The costs for the blood work and lab draw will be charged to the health insurance account. However, the CBC with differential (chemical exposure blood test) is not part of the health risk screening blood draw. The vendor will perform this additional test for us and we will be responsible for paying for the cost of this test. Again, this process saves our Department members from having to have two lab draws and will save the Department money. The City of Neenah has chosen Theda Care at Work as the vendor to perform the health risk screenings this year.

Theda Care at Work, Affinity Occupational Health and Aurora Occupational Health submitted bids for our 2015 program and a spreadsheet showing the costs are attached for review.

The actual funding for the physicals will come out of the 2015 budget. In the past, it has been recognized by our Joint Finance Committee, and both Common Councils, they do not usually approve funding for a future budgetary item. However, due to the monetary savings with using the City of Neenah's vendor for the lab work, and the ability to schedule the physicals during a time that is more advantageous for our Department, it was felt this was significant enough for them to approve every year in the fall versus waiting until the actual year to begin the process. Our 2015 line item for professional services has been increased to \$25,000.00. This is to pay for:

- Physicals for all 65 members who are required to wear respirators for their job. (All line staff and two Assistant Chief's).
- Chest x-rays for 64 members. One member is not due until 2016.
- EKG's for all 65 members who are required to wear respirators.
- Potential costs for any additional testing the occupational health physical feels is medically needed in order for them to be approved for respirator use for their job.
- Physicals for any potential new hires in 2016 to replace any personnel who may retire.

I am asking for consideration, and approval, of NMFR's Joint Finance & Personnel Committee and recommendation that both Common Councils approve Affinity Occupational Health as the vendor for NMFR's 2015 physicals and use the City of Neenah's HRA vendor for lab work for a total cost not to exceed \$21,568.00.

If you have any questions or concerns, please feel free to call me at 886-6200.

Enclosure

**2015 Medical RFP Comparison With Lab Work Through City of Neenah's  
Provider**

Test	Theda Care		Aurora		Affinity	
	Cost	Total Cost	Cost	Total Cost	Cost	Total Cost
Physical	\$70.00	\$4,550.00	\$90.00	\$5,850.00	\$55.80	\$3,627.00
Respirator Exam	\$34.78	\$2,260.00	\$25.00	\$1,625.00	\$0.00	\$0.00
PFT	\$36.00	\$2,340.00	\$30.00	\$1,950.00	\$20.00	\$1,300.00
Audiogram	\$19.00	\$1,235.00	\$20.00	\$1,300.00	\$14.40	\$936.00
EKG	\$90.90	\$5,908.00	\$75.00	\$4,875.00	\$83.70	\$5,440.00
Chest Xray	\$207.90	\$13,305.00	\$69.00	\$4,416.00	\$135.00	\$8,640.00
<b>Total</b>		\$29,598.00		\$20,016.00		\$19,943.00
HRA Through Neenah	\$25.00	\$1,625.00		\$1,625.00		\$1,625.00
<b>Grand Total</b>		<b>\$31,223.00</b>		<b>\$21,641.00</b>		<b>\$21,568.00</b>

## 2015 Medical Comparison Without Using the City of Neenah's Vendor

Test	Theda Care		Aurora		Affinity	
	Cost	Total Cost	Cost	Total Cost	Cost	Total Cost
Physical	\$70.00	\$4,550.00	\$90.00	\$5,850.00	\$55.80	\$3,627.00
Respirator Exam	\$34.78	\$2,260.00	\$25.00	\$1,625.00	\$0.00	\$0.00
PFT	\$36.00	\$2,340.00	\$30.00	\$1,950.00	\$20.00	\$1,300.00
Audiogram	\$19.00	\$1,235.00	\$20.00	\$1,300.00	\$14.40	\$936.00
EKG	\$90.90	\$5,908.00	\$75.00	\$4,875.00	\$83.70	\$5,440.00
Chest Xray	\$207.90	\$13,305.00	\$69.00	\$4,416.00	\$135.00	\$8,640.00
<b>Total</b>		\$29,598.00		\$20,016.00		\$19,943.00
Lab work with Provider	\$80.00	\$5,200.00		\$5,200.00		\$5,200.00
<b>Grand Total</b>		<b>\$34,798.00</b>		<b>\$25,216.00</b>		<b>\$25,143.00</b>