

# Hearing Conservation (Audiometric Testing)

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Audiometric Contractor provides annual testing schedule to the OESH Workplace Safety & Health Coordinators, Occupational Health Nurse & OESH Admin.

The site OESH Admin notifies the affected Department Managers of the upcoming testing dates and times. The OESH Admin will coordinate the testing schedule with the Manager and will send reminders a week and the day prior to testing dates.

The Manager will ensure that the testing schedule including the names, dates, and times is posted at least a week in advance, and ensure staff are aware that if they can't make it at that time to send another employee.

The OESH Admin and/or the Safety Coordinator will be the point of contact for Protec on the testing dates.

Audiometric Contractor will provide the individual audiometric test results to the site Occupational Health Nurse and the site audiometric summaries to the Safety & Health Coordinator.

## Occupational Health Nurse

Review the individual audiometric test results and coordinate discussions with employees if there are any concerns.

## Safety & Health Coordinator

Review the audiometric test summaries to identify if there are any patterns or areas of concern. A review of hearing protection, controls, or education may be required.

The Occupational Health Nurse will ensure all individual audiograms are filed in the confidential Occupational Health employee file.