

## Postgraduate Medicine

Welcome to Postgraduate Medical Education, Faculty of Health Sciences at McMaster University.

Postgraduate Medicine learners (with the exception of visiting elective learners from Ontario Universities) must complete a McMaster Postgraduate Health Screening Record and be cleared by the Health Screening Office before they may register for their program and attend clinical placement.

The Health Screening Record must be submitted to the Health Screening Office (not the program office) **at least eight weeks** prior to your program start date to allow time for review and clearance. Detailed instructions for completion are on the form. **Start early and submit on time even if all the requirements have not been completed!**

The Health Screening Office can facilitate completion of requirements which International learners are unable to access in their home country. For more information please contact the Health Screening Office at 905-525-9140 ext 22249, [hrsadmin@mcmaster.ca](mailto:hrsadmin@mcmaster.ca).

### Helpful tips when completing your forms

- Complete the Student Information section in full. An email address is required for communication with the Health Screening Office. **Please add hrsadmin@mcmaster.ca to your safe senders list to ensure you receive our emails.**
- Review the requirements detailed on the form carefully to ensure all mandatory requirements are completed and review again before submitting your documentation.
- You may submit copies of official records for each requirement OR have a qualified health care professional (HCP) document the requirement on the form. Official records include lab reports, chest x-ray report, vaccination records, or a letter or form signed by a qualified HCP (including AFMC immunization form and Canadian University immunization form).
- Submit your form with supporting documentation attached together as one file. Make sure you submit **copies** of all documentation and retain the **originals** for your files. You may be asked for this documentation at any time while on placement.
- A baseline two-step tuberculin skin test (TST) is mandatory unless you have a documented two-step test from any time in the past or a documented positive TST or other positive TB history. A two-step TST is two separate tests requiring four visits to a HCP, and given either before or at least 4 weeks after a live vaccine (MMR, Varicella). An additional single TST may also be required (see form for details). For international visiting learners only, if tuberculin skin testing is not available in your home country, IGRA serology will be accepted as an alternative. For more information, see [Postgraduate Medicine TB Screening](#).
- One adult Pertussis vaccine (Tdap) age 18 years or older is mandatory. For more information, see [Pertussis Vaccine \(TDAP\) Information](#).

- Proof of immunity to measles, mumps, rubella and varicella (either vaccination **OR** positive IgG serology) is mandatory. MMR and Varicella vaccines may be given at the same time, otherwise they must be spaced at least 4 weeks apart. For more information, see [Measles, Mumps, Rubella, Varicella Information](#).
- Tetanus/Diphtheria/Polio vaccinations and Hepatitis B vaccinations/serology may be in process at the time you start your program (recommended but not mandatory).
- Learners without proof of immunity to Hepatitis B (either positive anti-HBs serology after a fully documented vaccination series or immunity due to naturally acquired infection) may need passive immunization with hepatitis B immune globulin in the event of a possible exposure. For more information, see [Hepatitis B Immunization & Serology](#).

## **How to Submit your Health Screening Record & Supporting Documentation**

Retain the original of all documents for your files and submit copies to the FHS Health Screening Office in one of three ways:

1. **Preferred method** is electronically via Sharefile\*\* (secure document collection) using the following link:

[\[Upload documents here\]](#)

NOTE: Scan your forms as a single JPEG or PDF document and save your file as "last name, first name, PGMD". For example:

*"Smith, John PGME"*

If uploading multiple documents save them with the same file name and then number them. For example:

*"Smith, John PGME1"*

*"Smith, John PGME2"*

2. Confidential Fax: 905-528-4348
3. In Person / Mail copies only:

McMaster FHS Health Screening  
 1280 Main Street West, HSC 3H46  
 Hamilton ON L8S 4K1  
 Att: Patricia Hartnett