銘傳大學教職員工健康檢查實施辦法

Ming Chuan University Procedures for Physical Checkups for All Faculty and Staff Members 106 年 1 月 11 日環安衛委員會通過

Passed at the Environmental Protection, Occupational Safety and Hygiene Committee Meeting on January 11, 2017

106年4月13日法規會審議通過

Passed at Regulation Committee Meeting on April 13, 2017

106年6月5日行政會議通過

Passed at Administrative Council Meeting on June 5, 2017

- 第一條 本辦法依據職業安全衛生法第二十條,雇主於僱用勞工時,應施行體格檢查,對在 職勞工應施行定期健康檢查及從事特別危害健康作業之特殊健康檢查,勞工有接受 健康檢查之義務。及勞工健康保護規則第三條、第七條、第八條規定,事業單位應 依其場所之規模及性質,僱用或特約從事勞工健康服務之醫師及僱用從事勞工健康 服務之護理人員及僱用或特約職業醫學科專科醫師辦理臨廠健康服務等規定,爰訂 定銘傳大學教職員工健康檢查實施辦法(以下簡稱本辦法)。
- Article 1 In accordance with Article 20 of Occupational Safety and Health Act, all employers shall conduct pre-employment physical examinations for laborers at the time of employment; for currently employed laborers, general physical health examinations and special health checkups for those involved in tasks involving special health hazards shall be conducted. The laborers are obligated to accept the examinations. Ming Chuan University Procedures for Physical Checkups for All Faculty and Staff Members (herein referred to as the Procedures) were established in accordance with Articles 3, 7 and 8 of Regulations for Labors' Health Protection, which stipulate that business entities shall employ or contract a medical doctor, health services nurse or occupational medicine doctor to conduct health services based on the scale and characteristics of the venue.
- 第二條 本辦法期藉由檢查瞭解員工健康狀況,即早發現即早治療,以適切分配調整工作。
- Article 2 The establishment of these procedures aims to understand all employees' physical condition, promote personal health management concepts through early detection and adjust jobs accordingly.
- 第三條 本辦法所規範之人員包括本校所有教師、職員、司機、工友、警衛、專任約聘職員及

專任約聘研究人員。

- Article 3 Those who are covered by these procedures include faculty members, staff members, drivers, laborers, security guards, full-time Special Program staff members and research staff.
- 第四條 為推動本辦法所規定之業務,爰訂定本校相關行政單位職掌工作如下:
- Article 4 In order to promote the tasks regulated by these procedures, the responsibilities of the relevant administration units are as follows:
 - 一、 人力資源處:Human Resources Division
 - (一)、要求新進人員進行體格檢查,收取體格檢查紀錄送至環安衛中心。Require physical examinations for new staff members, collect the physical examination records and submit them to the Environmental Protection, Occupational Safety and Hygiene Center.
 - (二)、每年協助環安衛中心更新本校人員名冊。Assist the Environmental Protection, Occupational Safety and Hygiene Center in updating the MCU roster.
 - 二、 環安衛中心: Environmental Protection, Occupational Safety and Hygiene Center
 - (一)、 登錄檢查記錄,每年定期追蹤教職員工是否確實執行健康檢查。

 Register health checkup records and check if all faculty and staff members take the annual general health checkup.
 - (二)、 通知未確實執行健康檢查之教職員工進行檢查。Inform the faculty and staff members who have not taken the health checkup.
 - (三)、改善作業環境危害性,確保教職員工享有安全衛生之工作環境。
 Improve any dangerous working environments to ensure a safe and hygienic working environment for all faculty and staff members.
 - 三、 學務處衛生保健組:Campus Health Services Section at the Student Affairs Division
 - (一)、每年舉辦全校性之健康檢查,分析異常結果實施相關健康促進活動, 改善教職員工之健康狀況。Hold annual university-wide general health checkup, implement relevant health promotion campaign to improve faculty and staff members' health status by analyzing any abnormal health checkup results.
 - (二)、妥善保存一般體格檢查與一般健康檢查紀錄至少七年,留存特殊健康

檢查紀錄至少十年。Keep the general physical examination records and general health checkup records at least for seven years; those with special health checkup records shall be kept at least for ten years.

- (三)、提供參加健康檢查之教職員工名單給環安衛中心做追蹤登錄。Provide the roster of employees who participated in the health checkup to the Environmental Protection, Occupational Safety and Hygiene Center for tracking and registration.
- 四、 本校特約職業醫學科專科醫師: MCU Contracted Occupational Medicine Doctor
 - (一)、定期到校進行臨場健康服務(服務紀錄表參見附件一),並提出改善建 議。Carry out health services on the campus regularly (please refer to Appendix I Service Record) and provide suggestions for improvement.
 - (二)、協助本校教職員工特殊健康檢查之健康分級管理。Assist MCU employees with special health checkups to manage health hazards.

第五條 本校教職員工應履行本辦法規定之健康檢查責任如下:

- Article 5 The responsibilities for all MCU employees based on these regulations are as follows:
 - 一、新進人員到職前需進行體格檢查,並將檢查紀錄及結果送交人力資源處。All new employees are required to take a physical examination before the employment date and submit the physical examination record and results to the Human Resources Division.
 - 二、 在職人員有接受健康檢查、特殊健康檢查之義務,依職業安全衛生法第四十六條之規定,未依照規定進行健康檢查者,勞動檢查機關可處新台幣三千元之罰鍰。All the employees are obligated to accept the health checkup and special health checkup based on the Article 46 of Occupational Safety and Health Act, any violations shall be subject to a fine of NTD 3,000.
 - 三、在職員工若在本校健康檢查實施前三個月內曾於校外接受健康檢查者,其檢查項目需符合規定,否則將因項目不符被視為未檢查,此外,亦需將檢查紀錄正本或影本送交環安衛中心登錄與衛保組留存備查。For those who have taken the off-campus health checkup within three months ahead of MCU general health checkup, the items must meet the criteria of these procedures; otherwise, the health checkup record will not be accepted. Furthermore, please submit the original or copy of such health checkup record to the Environmental Protection, Occupational

Safety and Hygiene Center for registration and Campus Health Services Section for filing.

- 第六條 本辦法所規定之特別危害健康作業係指職業安全衛生法施行細則第二十 八條所規定之作業(如下表所示)。
- Article 6 The special health checkups of these procedures for those involved in tasks with special health hazards are implemented in accordance with Article 28 of Occupational Safety and Health Act (as shown in the following table)

	Safety and Health Net (as shown in the following table)		
項次	作業名稱		
Item	Name of Work		
-	高溫作業勞工作息時間標準所稱之高溫作業。High-temperature operations:		
	defined by High-Temperature Operations in the Labor Work and Rest Standards.		
=	勞工噪音暴露工作日八小時日時量平均音壓級在八十五分貝以上之噪音作業。		
	Noisy operations: exposure to environment with 85 decibels and above eight hours		
	per day.		
三	游離輻射作業。 Ionizing radiation operations		
四	異常氣壓危害預防標準所稱之異常氣壓作業。Abnormal pressure operations:		
	defined by Abnormal Pressure Hazard Prevention Standards.		
五	鉛(lead)中毒預防規則所稱之鉛作業。 Lead operations: defined by Lead		
	Poisoning Prevention Act.		
六	四烷基鉛(tetraalkyl lead)中毒預防規則所稱之四烷基鉛作業。Tetraalkyl lead		
	operations: defined by Tetraalkyl Lead Poisoning Prevention Act.		
セ	粉塵危害預防標準所稱之粉塵作業。 Powder and dust operations: defined by		
	Dust Hazard Prevention Standards		
八	有機溶劑中毒預防規則所稱之下列有機溶劑作業: Organic solvent operations:		
	defined by Organic Solvent Hazard Prevention Act.		
	(一)1,1,2,2-四氯乙烷(1,1,2,2- tetrachloroet-hane)。		
	(二)四氯化碳(carbon tetrachlo-ride)。		
	(三)二硫化碳(carbon disulfide)。		
	(四)三氯乙烯(trichloroethylene)。		
	(五)四氯乙烯(tetrachloroeth-ylene)。		
	(六)二甲基甲醯胺(dimethyl formamide)。		
	(七)正己烷(n-hexane)。		
九	製造、處置或使用下列特定化學物質或其重量比(苯為體積比)超過百分之一		
	之混合物之作業:		
	Mixture operations: produce, handle or use the following special materials or		
	weight ratios (use volume ratio for benzene) of more than 1%.		
	(一) 聯苯胺及其鹽類(benzidine & its salts)。		

- (二) 4-胺基聯苯及其鹽類(4-aminodiphenyl & its salts)。
- (三) 4-硝基聯苯及其鹽類(4-nitrodiphenyl & its salts)。
- (四) β-萘胺及其鹽類(β-naphthylamine & its salts)。
- (五) 二氯聯苯胺及其鹽類(dichlorobenzidine & its salts)。
- (六) α-萘胺及其鹽類(α-naphthylamine & its salts)。
- (七) 鈹及其化合物(beryllium & its compounds) (鈹合金時,以鈹之重量比超過百分之三者為限 While combining beryllium with gold, the maximum weight of beryllium is 3%)。
- (八) 氯乙烯(vinyl chloride)。
- (九) 2,4-二異氰酸甲苯(2,4-toluene diisocy-anate; TDI)或 2,6-二異氰酸甲苯(or 2,6-toluene diisocyanate; TDI)。
- (十) 4,4-二異氰酸二苯甲烷(4,4-methylene bisphenyl diisocyanate; MDI)。
- (十一) 二異氰酸異佛爾酮(isophorone diisocyanate; IPDI)。
- (十二) 苯(benzene)。
- (十三) 石綿(asbestos)(以處置或使用作業為限 Only for handling or use in operations)。
- (十五) 砷及其化合物(arsenic & its compounds)。
- (十六) 鎘及其化合物(cadmium and its compounds)。
- (十七) 錳及其化合物(manganese & its compounds)(一氧化錳及三氧化錳除外) (except manganese monooxide, mangan-ese trioxide)。
- (十八) 乙基汞化合物(Ethyl mercury compounds)。
- (十九) 汞及其無機化合物(Mercury & its compounds)。
- (二十一) 甲醛(Formaldehyde)。
- 十 黄磷(phosphorus)之製造、處置或使用作業。Production, handling or operations using phosphorus.
- 十一 聯吡啶或巴拉刈(paraquat)之製造作業。Paraquat operations.
- 十二 其他經中央主管機關指定之作業。 Other operations assigned by the central administration unit.
 - (一)製造、處置或使用下列化學物質或其重量比超過百分之五之混合物之作業: Mixture operations: produce, handle or use the following special material or weight ratios (use volume ratio for benzene) of more than 5%.
 - 1. 溴丙烷(1-bromopropane,n-propyl bromide)。
 - 2. 1,3-丁二烯(1,3-butadiene)。
 - 3. 銦及其化合物(Indium& its compounds)。

業醫學科專科醫師針對特殊健康檢查之結果實施下列健康分級管理:

- Article 7 MCU employees who are involved in tasks with special health hazards shall take special health checkups and the following health hazards management will be implemented by the Occupational Medicine Doctor based on the special health checkup results:
 - 一、 第一級管理:特殊健康檢查或健康追蹤檢查結果,全部項目正常,或部分項目 異常,但經醫師綜合判定為無異常者。First-level management: Those whose results for all items of the special health checkup or health follow-up examination are normal or those who have been deemed as healthy overall by a medical doctor despite abnormal results for some items.
 - 二、 第二級管理:特殊健康檢查或健康追蹤檢查結果,部分或全部項目異常,經醫師綜合判定為異常,但可能與職業原因無關者。Second-level management: Those whose results for all the items or some items of the special health checkup or health follow-up examination are abnormal and have been deemed as people with overall abnormal health condition by a medical doctor, however this may not be a result of their occupation.
 - 三、 第三級管理:特殊健康檢查或健康追蹤檢查結果,部分或全部項目異常,經醫師綜合判定為異常,且可能與職業原因有關者。Third-level management: Those whose results for all the items or some items of the special health checkup or health follow-up examination are abnormal and have been deemed as people with overall abnormal health condition by a medical doctor, and this may be caused by their occupation.
 - 四、 第四級管理:特殊健康檢查或健康追蹤檢查結果,部分或全部項目異常,經醫師綜合判定為異常,且與職業原因有關者。Fourth-level management: Those whose results for all the items or some items of the special health checkup or health follow-up examination are abnormal and have been deemed as people with overall abnormal health condition by a medical doctor, and this is caused by their occupation.
- 第八條 前條之健康分級管理,屬於第二級以上者,應由醫師註明其不適從事之作業與其他應 處理及注意事項;屬於第三級管理或第四級管理者,並應由醫師註明臨床診斷。
- Article 8 For those who are at second-level and above as stated in the article above, the doctor must indicate the inappropriate operations, handling and items which must receive

attention. For those who are in the third- and fourth-levels, the doctor must indicate the diagnosis.

- 第九條 本校應對第二級管理之員工提供個人健康指導;第三級管理以上者,應 請職業醫學科專科醫師實施健康追蹤檢查,必要時實施疑似工作相關疾病之現場評估, 且應依評估結果重新分級,並將分級結果及採行措施依中央主管機關公告之方式通報; 屬於第四級管理者,經醫師評估現場仍有工作危害因子暴露者,應採取危害控制及相 關管理措施。
- Article 9 MCU must provide personal health guidance for those employees who are in the second-level; must contract an Occupational Medicine doctor to implement health follow-up examination for those employees who are in the third- or fourth-levels, and implement on-site evaluation of disease which may be related to their jobs and classify the level based on the evaluation results, then notify the central administration unit about the classified results and measures in accordance with the announcement of the central administration unit. For those who are in the fourth-level, the institution must implement the hazard control and relevant management measures.
- 第十條 本辦法依勞工健康保護規則第 11、12 條之規定,學校對在職勞工應依下 列規定定期實施健康檢查:
- Article 10 The institution must conduct the following regular health checkup for its employees in accordance with the Article 11 & 12 of Regulations for Labors' Health Protection:
 - 一、 未滿 40 歲者,每 5 年檢查 1 次。Those who are younger than 40 years shall have a health checkup every 5 years.
 - 二、 年滿 40 歲未滿 65 歲者,每 3 年檢查 1 次。Those who are older than 40 years but younger than 65 years shall have a health checkup every 3 years.
 - 三、 年滿 65 歲以上者,每年檢查 1 次。Those who are older than 65 years shall have a health checkup every year.
 - 四、 特殊健康檢查,每年檢查 1 次。Special health checkups will be held every year.
- 第十一條 本辦法規定一般體格檢查項目(如附件二),應依銘傳大學教職員工 一般體格檢查紀錄表辦理。
- Article 11 The physical examination items (Appendix 2) of these procedures must be dealt with in accordance with MCU Faculty and Staff Members Physical Examination Record.
- 第十二條 本辦法規定一般健康檢查項目(如附件三),應依銘傳大學教職員工

- 一般健康檢查紀錄表辦理。
- Article 12 The health examination items (Appendix 3) of these procedures must be dealt with in accordance with MCU Faculty and Staff Members Physical Examination Record.
- 第十三條 本辦法規定特殊健康檢查項目(如附件四),應依勞動部所公告之勞工健康保護 規則辦理。
- Article 13 The special health examination items (Appendix 4) of these procedures must be dealt with in accordance with Regulations for Labors' Health Protection announced by the Ministry of Labor.
- 第十四條 本校健康科技學院動物房管理人員辦理健康檢查,另依相關規定項目辦理。
- Article 14 The health checkup for MCU Animal Room Management staff members of School of Health Technology will be dealt with in accordance with other relevant procedures.
- 第十五條 本校新進人員一般體格檢查費用由新進人員自行支付,教職員工一般 健康檢查之費用由學校支付,特殊健康檢查費用由所屬單位支付。
- Article 15 The fees for general physical examinations for new employees will be paid by the new employees; the fees for the general health checkups for faculty and staff members will be paid by the institution, and the fees for the special health checkups will be paid by the responsible units.
- 第十六條 本校新進人員體格檢查及在職人員特殊健康檢查需至勞動部會商衛生福利部認可之醫療機構進行檢查,有關資訊可上網查詢 https://hrpts.osha.gov.tw/asshp/hrpm1055.aspx。
- Article 16 The physical examinations for MCU new employees and special health checkups for staff members must be implemented at medical examination units approved by the Ministry of Labor and Ministry of Health and Welfare. Please check the relevant information online at https://hrpts.osha.gov.tw/asshp/hrpm1055.aspx.
- 第十七條 本校新進人員體格檢查、在職人員健康檢查流程(如附件五),應依 據前項流程規定辦理。
- Article 17 MCU new employee physical examination and staff member health checkup procedures (Appendix 5), must be dealt with in accordance with the above article.
- 第十八條 本辦法經本校環境保護暨職業安全衛生委員會及行政會議通過後實 施,修正時亦同。
- Article 18 Upon being passed at the Environmental Protection, Occupational Safety and Hygiene Committee Meeting and Administrative Council Meeting and approved by the

president, these regulations were announced and implemented. Any revision must follow the same procedures.

In the event of any inconsistency or discrepancy between the Chinese and other language versions of this document, the Chinese version shall prevail.

附件一 銘傳大學 職業醫學科專科醫師臨場健康服務執行紀錄表

Appendix 1

Ming Chuan University Occupational Medicine On-site Health Service Implementation Record

一、作業場所基本資料		執行日期:	:	日	
1. Work Area Basic Info		Date of I	implementation:	Y M	
		D			
部門名稱:					
Unit Title:	<u> </u>			_	
作業類別與人數	l type of work:	人數 Number	r of people:		
Work type and	□特別危害健康作業			類別 Type:	
number of people	人數 Number of peo	ople:	_		
二、作業場所概況:コ	工作流程(製程)、工作	乍型態、人員及	.危害特性概	.述	
2. General status of wor	k area: Work flow (we	ork process), wo	ork type, pers	onnel and hazard	type
brief description					
三、臨廠健康服務執行	 ·情形:On-site Heal	th Service Imple	ementation St	 tatus	
	plementation Item			lementation Status	S
·	、健康促進與衛生	4) (1)	70 111191		
	施。Planning and				
	_				
implementation o					
education, health	promotion and				
instruction.					
	傷病之防治、健康				
諮詢與急救及緊	急處置。Prevention				
of occupational ar	nd general injury				
and disease, health consultation and					
emergency handli	ng.				
□ 勞工之預防接種	及保健。Labors'				
vaccination and h	ealth care.				
□協助雇主選配勞	工從事適當之工				
作。Assist emplo	yers to assign proper				

duties to labors.	
勞工體格、健康檢查紀錄之分析、	
評估、管理與保存及健康管理。	
Analysis, management and	
preservation of laborers' physical and	
health check record and health	
management.	
職業衛生之研究報告及傷害、疾病	
紀錄之保存。Research report on	
occupational health and the keeping	
of injury and disease records.	
協助雇主與勞工安全衛生人員實施	
職業病預防及工作環境之改善。	
Assist employer and labors through	
safety and health personnel	
implementing occupational disease	
prevention and working environment	
improvement.	
辨識與評估工作場所環境及作業之	
危害。Identify and assess work area	
environments and work hazards.	
提出作業環境安全衛生設施改善規	
劃之建議。Propose working	
environment safety and sanitation	
facility improvement suggestions.	
調查勞工健康情形與作業之關連	
性,並對健康高風險勞工進行健康	
風險評估,採取必要之預防及健康	
促進措施。Investigate the correlation	
between laborers' health conditions	
and work duties and carry out health	
risk assessment for high risk laborers	
to take necessary precautions and	

health improvement measures.			
□□協助提供復工勞工之職能評估、職			
務再設計或調整之諮詢及建議。			
Assist in providing aptitude			
assessment, consultation and			
suggestions for duty rearrangement or			
adjustments for laborers resuming			
their duties.			
四、改善及建議採行措施:4. Improvemen	ts and measures to take:		
五、執行人員及日期 5. Implementing person	onnel and date		
□勞工健康服務之醫師 Doctor providing La	bor Health Services,簽章 signature		
□勞工健康服務之護理人員 Nursing Persor	nnel providing Labor Health Services, 簽章 signature		
口理党中的和E Section Chief of Environme	antal Protection Occupational Safety and Hygiana		
Center,簽章 signature	ental Protection, Occupational Safety and Hygiene		
Center,			
	78 - 1 - 1 - 1 - M - 8 - 1 - 1		
□環安中心主管 Director of Environmental Protection, Occupational Safety and Hygiene			
Center,簽章 signature			
	,職稱 position title,簽章		
signature			

執行日期 Implementation Date:年 Y月 M日
D
時間 Time:時 H分 M 迄 to時 H分 M

附件二 銘傳大學 教職員工一般體格檢查紀錄

Appendix 2 Ming Chuan University Faculty and Staff Physical Checkup Record

一、基本資料 Basic Information
1.姓名 Name: 2.性別 Gender:□男 M □女 F 3.身分證字號 ID No.:
4.出生日期 Date of Birth年 Y月 M日 D 5.受僱日期 Date of Employment 年 Y
月 M 6.檢查日期 Date of Checkup年 Y月 M日 D 7.工作單位 Unit:
二、作業經歷 Work experience
1.曾經從事 Previously served as ,起始日期 Started in: 年Y 月 M,截止日期 Ended in:
年 Y 月 M,共 年 Y 月 M, in total.
2.目前從事 Currently serve as, 起始日期 Started in : 年Y 月 M,截止日期 Ended in:
年 Y 月 M,共 年 Y 月 M, in total.
3.過去1個月,平均每週工時為For past month, average working hours per week is: 小時 hours;
過去 6 個月,平均每週工時為 For past 6 months, average working hours per week is: 小時 hours.
三、檢查時期(原因)Checkup period (reason):□新進員工 Newly employed(受僱時 upon employment)
□定期檢查 Regular check(在職時 in service)
四、既往病史 Medical History
您是否曾患有下列慢性疾病:(請在適當項目前打勾)Have you have had any of the following chronic
diseases: (Tick in front of item(s) that apply to you)
□高血壓 Hypertension □糖尿病 Diabetes mellitus □心臟病 Heart Disease □癌症 Cancer
□白內障 Cataract □中風 Stroke □癲癇 Epilepsy □氣喘 Asthma
□慢性氣管炎、肺氣腫 Chronic bronchitis, Emphysema □肺結核 Tuberculosis □腎臟病 Kidney disease
□肝病 Liver disease □貧血 Anemia □中耳炎 Tympanitis □聽力障礙 Hearing impairment
□甲狀腺疾病 Disease of thyroid gland □消化性潰瘍、胃炎 Peptic ulcer disease, Gastritis
□逆流性食道炎 Reflux esophagitis □骨折 Bone fracture □手術開刀 Surgery
□其他慢性病 Other chronic disease □以上皆無 None of above
五、生活習慣 Living habits
1.請問您過去一個月內是否有吸菸?Have you smoked during the past month?
□從未吸菸 Never □偶爾吸(不是天天) Every now and then (not every day)
□(幾乎)每天吸(Almost) everyday,平均每天吸 支 cigarettes per day,已吸菸 and have been
smoking for 年 years □已經戒菸 have quit smoking for,戒了年 Y 個月 M。
2.請問您最近六個月內是否有嚼食檳榔? Have you chewed betel nut in the past 6 months?
□從未嚼食檳榔 Have never chewed betel nut
□偶爾嚼(不是天天) take betel nuts every now and then (not every day)
□(幾乎)每天嚼(Almost) every day,平均每天嚼顆 betel nuts per day,已嚼 and have been
chewing for年 years □已經戒食 have quit for,戒了 年 Y 個月 M。
3.請問您過去一個月內是否有喝酒?Have you consumed alcohol in the past month?
□從未喝酒 Never □偶爾喝(不是天天) Every now and then (not every day)
□(幾乎)每天喝(Almost) every day,平均每週喝 次times per week,最常喝酒 usually consume
(alcohol type) ,每次瓶 bottles at a time.
□已經戒酒 have quit for,戒了 年 Y 個月 M。

4.請問您於工作日期間,平均每天睡眠時間為 During working days, your average sleeping time is:

小時 hours.	
you had any of the following symptoms in the past 3 □咳嗽 Coughing □咳痰 Cough with phlegm □□心悸 Palpitation □頭暈 Dizziness □頭痛 Hea□腹痛 Stomachache □便秘 Constipation □腹	呼吸困難 Difficulties in breathing □胸痛 Chest pain dache □耳鳴 Tinnitus □倦怠 Tiredness □噁心 Nausea
	rinating □多尿、頻尿 Polyuria, Frequent urination
□手腳肌肉無力 Weak limbs □體重減輕 3 公月 □其他症狀 Other symptoms □以上皆無 No	↑以上 Weight loss of more than 3 kgs
填表說明 Notes:	
一、請受檢員工於勞工健檢前,填妥基本資料、作	作業經歷、檢查時期、既往病史、生活習慣及自覺症
狀六大項,再交由醫護人員作確認,以有效自	筛檢出疾病。Employees are to please fill out basic
	dical history and subjective symptoms before the health
checkup and hand in for health care personnel's	
1	·
	Please submit health check records and report to Human
Resources Division.	
三、請至核可之醫療機構進行體格檢查,查詢網址	https://hrpts.osha.gov.tw/asshp/hrpm1055.aspx。 Please
have a health check at recognized medical institutions	s; relevant information is available at
https://hrpts.osha.gov.tw/asshp/hrpm1055.aspx	
========【以下由醫護人員填寫 This par	t is to be fill out by medical personnel] =======
檢查日期 Date of check: 姓名 N	Name:
七、檢查項目 Check item:	
1.身高 Height:	2.體重 Weight: 公斤 kg,
	腰圍 Waist: 公分 cm
3.血壓 Blood Pressure/mmHg	4.視力 Eye sight(矯正 Corrected):
5.聽力檢查 Hearing test:	左 Left右 Right
□正常 Normal □異常 Abnormal	辨色力測試 Color vision test:
	□正常 Normal □辨色力異常 Abnormal
6.各系統部位理學檢查: Physical examination of ea	
(1)頭頸部 Head and neck(結膜、淋巴腺、甲狀腺	Conjunctiva, Glandula lymphatia, Thyroid):
(2)呼吸系統 Respiratory system	
(3)心臟血管系統(心律、心雜音) Cardiovascular sya	-
(4)消化系統(黃疸、肝臟、腹部) Digestive system (5)油弧系统(成學) Norways System (Sansas):	(Jaundice, Liver, Addomen) ·
(5)神經系統(感覺) Nervous System (Senses):	imbo):
(6)肌肉骨骼系統(四肢) Musculoskeletal system (L	IIIUS) ·

(7)皮膚 Skin:	
7.胸部 X 光 Chest X ray:	
8.尿液檢查 Urine Examination:尿蛋白 Protein	9.血液檢查 Blood test:血色素 Hgb 白
尿潛血 Occult blood	血球 WBC
10.生化血液檢查 Blood biochemical tests: 血糖 Blo	
肌酸酐(Creatinine)	
度脂蛋白膽固醇(HDL)	
八、應處理及注意事項:Items in need of further ca	re and attention
1.□檢查結果大致正常,請定期健康檢查。 Results	s are normal; please continue with regular health
checkups.	, 1
2.□檢查結果部分異常宜在()內至醫療機構 are found in one/some test(s), so a follow-up checkup medical institution within ().	科,實施健康追蹤檢查。Abnormal results is recommended at the division of a
3.□檢查結果異常,建議不適宜從事作業 results are found and you are suggested not to work in reason(s)	
4.□檢查結果異常,建議調整工作。(可複選): Abradjustments are recommended (multiple selections acc	
□縮短工作時間Shorten working hours (請說明) reasons:	原因State the
□更換工作內容Change area of work responsibil reasons:	ity (請說明原因State the
□變更作業場所Change work venue (請說明原日	且State the reasons:
□其他Other (請說明原因State the reasons:	
5.□其他Others	
健檢醫師姓名(簽章)及證書字號Doctor's name (sign 健檢機構名稱、雷話、地址 Institution's name teler	

附件三 銘傳大學 教職員工一般健康檢查紀錄

Appendix 3 Ming Chuan University Faculty and Staff Health Checkup Record

一、基本資料 Basic Information
1.姓名 Name: 2.性別 Gender:□男 M □女 F 3.身分證字號 ID No.:
4.出生日期 Date of Birth年 Y月 M日 D 5.受僱日期 Date of Employment 年 Y
月 M 6.檢查日期 Date of Checkup年 Y月 M日 D 7.工作單位 Unit:
8. 單位聯絡電話 Unit contact phone no.:
二、作業經歷 Work experience
1.曾經從事 Previously served as, 起始日期 Started in: 年 Y 月 M,截止日期 Ended in:
年 Y 月 M,共 年 Y 月 M, in total.
2.目前從事 Currently serve as, 起始日期 Started in : 年 Y 月 M, 截止日期 Ended in:
年 Y 月 M,共 年 Y 月 M, in total.
3.過去1個月,平均每週工時為For past month, average working hours per week is: 小時hours;
過去 6 個月,平均每週工時為 For past 6 months, average working hours per week is: 小時
hours.
三、檢查時期(原因)Checkup period (reason):□新進員工 Newly employed(受僱時 upon employment)
□定期檢查 Regular check (在職時 in service)
四、既往病史 Medical History
您是否曾患有下列慢性疾病:(請在適當項目前打勾)Have you have had any of the following chronic
diseases: (Tick in front of item(s) that apply to you)
□高血壓 Hypertension □糖尿病 Diabetes mellitus □心臟病 Heart Disease □癌症 Cancer
□白內障 Cataract □中風 Stroke □癲癇 Epilepsy □氣喘 Asthma
□慢性氣管炎、肺氣腫 Chronic bronchitis, Emphysema □肺結核 Tuberculosis □腎臟病 Kidney disease
□肝病 Liver disease □貧血 Anemia □中耳炎 Tympanitis □聽力障礙 Hearing impairment
□甲狀腺疾病 Disease of thyroid gland □消化性潰瘍、胃炎 Peptic ulcer disease, Gastritis
□逆流性食道炎 Reflux esophagitis □骨折 Bone fracture □手術開刀 Surgery □其他慢性病 Other
chronic disease □以上皆無 None of above
五、生活習慣 Living habits
1.請問您過去一個月內是否有吸菸?Have you smoked during the past month?
□從未吸菸 Never □偶爾吸(不是天天) Every now and then (not every day)
□(幾乎)每天吸(Almost) everyday,平均每天吸 支 cigarettes per day,已吸菸 and have beer
smoking for 年 years □已經戒菸 have quit smoking for,戒了年 Y 個月 M。
2.請問您最近六個月內是否有嚼食檳榔?Have you chewed betel nut in the past 6 months?
□從未嚼食檳榔 Have never chewed betel nut
□偶爾嚼(不是天天) take betel nuts every now and then (not every day)
□ (幾乎) 每天嚼(Almost) every day,平均每天嚼顆 betel nuts per day,已嚼 and have beer
chewing for年 years □已經戒食 have quit for,戒了 年 Y 個月 M。
3.請問您過去一個月內是否有喝酒?Have you consumed alcohol in the past month?
□從未喝酒 Never □偶爾喝(不是天天) Every now and then (not every day)
□(幾乎)每天喝(Almost) every day,平均每週喝 次times per week,最常喝酒 usually consume
(alcohol type) ,每次瓶 bottles at a time.

□已經戒酒 have quit for,戒了 年 Y	個月 M。
4.請問您於工作日期間,平均每天睡眠時間為	During working days, your average sleeping time is:
小時 hours.	
六、自覺症狀 Subjective symptoms: 您最近三個月] 是否常有下列症狀:(請在適當項目前打勾) Have
□心悸 Palpitation □頭暈 Dizziness □頭痛 Hea□腹痛 Stomachache □便秘 Constipation □腹	□呼吸困難 Difficulties in breathing □胸痛 Chest paindache □耳鳴 Tinnitus □倦怠 Tiredness □噁心 Nausea
and feet	In the lower back - 1 All Milying Ivalino of I amiral hands
一、請受檢員工於勞工健檢前,埴妥基本資料、任	作業經歷、檢查時期、既往病史、生活習慣及自覺症
	篩檢出疾病。Employees are to please fill out basic
•	dical history and subjective symptoms before the health
checkup and hand in for health care personnel's	confirmation to effectively screen for illness.
_	t is to be fill out by medical personnel \[==========
	Name:
七、檢查項目 Check item:	2 mb 4 W
1.身高 Height:	2.體重 Weight: 公斤 kg,
3. 血壓 Blood Pressure / mmHg	腰圍 Waist: 公分 cm
	4.視力 Eye sight(矯正 Corrected):
5.聽力檢查 Hearing test:	左 Left 右 Right
□正常 Normal □異常 Abnormal	辨色力測試 Color vision test:
	□正常 Normal □辨色力異常 Abnormal
6.各系統部位理學檢查: Physical examination of ea	
(1)頭頸部 Head and neck(結膜、淋巴腺、甲狀腺	Conjunctiva, Giandula lymphatia, Thyroid) .
(2)呼吸系統 Respiratory system	
(3)心臟血管系統(心律、心雜音) Cardiovascular s	
(4)消化系統(黃疸、肝臟、腹部) Digestive system	(Jaundice, Liver, Abdomen):
(5)神經系統(感覺) Nervous System (Senses):	
(6)肌肉骨骼系統(四肢) Musculoskeletal system (L	imbs):
(7)皮膚 Skin:	
7.胸部 X 光 Chest X ray:	
8.尿液檢查 Urine Examination:尿蛋白 Protein	9.血液檢查 Blood test:血色素 Hgb 白
尿潛血 Occult blood	血球 WBC .

ata •		
<u> </u>		
查。 Results ar	e normal; please contin	ue with regular health
至醫療機構	科,實施健康:	追蹤檢查。Abnormal result
作業。(·	請說明原因) ∘ Abnorma
nto work iii	_	nons. (since inc
	,	
複選):Abnorr	nal results are found an	nd the following work
		C
	,	
urs (請說明原日	State the	
)		
c responsibility	(請說明原因State the	
(請說明原因S	tate the reasons:)
easons:	5.	□其他Others
's name (signatu	are) and certificate no.	:
` `	,	
	eride of further care a 查。 Results ar 至醫療機構up checkup is r 作業。(ot to work in 複選): Abnormate elections accepturs (請說明原因) a responsibility c responsibility c asons: easons:	胺酶(ALT) 肌酸酐(Creating eride 高密度脂蛋白膽固醇

Appendix 4. Categories of Particular Physical Checkups

編號	作業 類別	定期檢 查期限	特殊健康檢查項目
No.	Work Type	Checkup Period	Category of Particular Physical Checkup
1	從事高溫作業勞工	一年	(1)作業經歷、生活習慣及自覺症狀之調查。
	作息時間標準所稱	1 Year	Check on work experiences, daily schedule, and self-reported
	高溫作業		symptoms.
	High Temperature		(2) 高血壓、冠狀動脈疾病、肺部疾病、糖尿病、腎臟病、皮
	Operations: Workers		膚病、內分泌疾病、膠原病及生育能力既往病史之調查。
	who need to work in		Check on past medical history of hypertension, coronary
	high temperature		artery disease, lung disease, diabetes, kidney disease,
	environment.		dermatosis, endocrine disease, collagen disease and fertility.
			(3)目前服用之藥物,尤其著重利尿劑、降血壓藥物、鎮定劑
			、抗痙攣劑、抗血液凝固劑及抗膽鹼激素劑之調查。
			Check on drugs currently taken, especially diuretics,
			antihypertensive drugs, tranquilizers, anticonvulsants,
			anti-blood coagulants and anticholinergic agents.
			(4) 心臟血管、呼吸、神經、肌肉骨骼及皮膚系統之理學檢查
			•
			Physiological checkup on cardiovascular, respiratory,
			neurological, musculoskeletal and dermal systems.
			(5) 飯前血糖(sugar AC)、血中尿素氮(BUN)、肌酸酐
			(creatinine)與鈉、鉀及氯電解質之檢查。
			Checkup on sugar AC before meals, BUN, creatinine and
			sodium, potassium and chloride electrolytes.
			(6) 血色素檢查。
			Checkup on hemoglobin.
			(7) 尿蛋白及尿潛血之檢查。
			Checkup on urinary protein and urinary occult blood.
			(8) 肺功能檢查(包括用力肺活量(FVC)、一秒最大呼氣量
			(FEV _{1.0})及FEV _{1.0} / FVC)
			Checkup on pulmonary function (including FVC, FEV 1.0 and FEV1.0 / FVC).
			(9) 心電圖檢查。
			Electrocardiogram examination.
2	從事噪音暴露工作	一年	(1)作業經歷、生活習慣及自覺症狀之調查。
	日八小時日時量平	1 Year	Check on work experiences, daily schedule, and self-reported
	均音壓級在八十五		symptoms.
	分貝以上作業		(2)服用傷害聽覺神經藥物(如水楊酸或鏈黴素類)、外傷、

	Workers who work in		耳部感染及遺傳所引起之聽力障礙等既往病史之調查。
	environments with		Check on past medical history such as injury to auditory
	noise exposure 8		system, neurological drugs such as salicylic acid or
	hours every working		streptomycins, traumatic injuries, ear infections and
	day, where average		hereditary hearing disorders.
	sound pressure level		(3) 耳道理學檢查。
	is above 85 dB.		Ear canal physical examination
			(4) 聽力檢查(audiometry)。(測試頻率至少為五百、一千、二
			千、三千、四千、六千及八千赫之純音,並建立聽力圖)。
			Audiometry. (Test tones: at least five hundred, one thousand, two
			thousand, three thousand, four thousand, six thousand and eight
			thousand kilohertz Audiograms will be created).
3	從事游離輻射作業	一年	(1)作業經歷、生活習慣及自覺症狀之調查。
	Workers who are	1 Year	Check on work experiences, daily schedule, and self-reported
	responsible for free		symptoms.
	radiation operations		(2) 血液、皮膚、胃腸、肺臟、眼睛、內分泌及生殖系統疾病
			既往病史之調查。
			Check on past medical history of blood, skin, gastrointestinal,
			lung, eyes, endocrine and reproductive system diseases.
			(3)頭、頸部、眼睛(含白內障)、皮膚、心臟、肺臟、甲狀
			腺、神經系統、消化系統、泌尿系統、骨、關節及肌肉系
			統之理學檢查。
			Physical checkup of the head, neck, eyes (including cataracts),
			skin, heart, lung, thyroid, nervous system, digestive system,
			urinary system, bone, joint and muscular system.
			(4)心智及精神檢查。
			Mental checkup.
			(5) 胸部X光(大片)攝影檢查。
			Chest X-ray (standard film).
			(6) 甲狀腺功能檢查 (T3、T4、TSH)。
			Checkup on thyroid function (T3, T4, TSH)
			(7) 肺功能檢查(包括用力肺活量(FVC)、一秒最大呼氣量
			$(\text{FEV}_{1.0})$ \circ
			Checkup on pulmonary function (which includes FVC, and
			$FEV_{1.0}$).
			(8) 血清丙胺酸轉胺酶(ALT)及肌酸酐 (Creatinine)之檢查。
			Checkup on Serum Glutamic-Pyruvic Transaminase (ALT)
			and Creatinine.
			(9)紅血球數、血色素、血球比容值、白血球數、白血球分類
			及血小板數之檢查。
			Checkup on red blood cells, hemoglobin, hematocrit values, white

			blood cell count, white blood cell classification and the number of
			platelets.
			(10)尿蛋白、尿糖、尿潛血及尿沉渣鏡檢。
			Checkup on urine protein, urine sugar, urinary occult blood and
			urine sediment microscopy
4	從事異常氣壓危害	一年	(1)作業經歷、生活習慣及自覺症狀之調查。
	預防標準所稱異常	1 Year	Check on work experiences, daily schedule, and self-reported
	氣壓作業		symptoms.
	Abnormal Pressure		(2) 自發性氣胸、耳部手術、活動性氣喘、酒癮、毒癮、癲癇
	Operations: Workers		、胰臟炎、精神病、糖尿病、高血壓、開胸手術、偏頭痛、
	who handle abnormal		肱骨或骰骨曾有骨折及長期服用類固醇等既往病史之調查
	air pressure hazards.		o
			Check on previous medical history which include spontaneous pneumothorax, ear surgery, active asthma, alcohol addiction, drug addiction, epilepsy, pancreatitis, psychosis, diabetes, hypertension, thoracotomy, migraine, humerus or cuboid bone fractures and long-term taking of steroids.
			(3) 胸部 X 光 (大片) 攝影檢查。
			Chest X-ray (standard film).
			(4) 肺功能檢查(包括用力肺活量(FVC)、一秒最大呼氣量(FEV _{1.0})及FEV _{1.0} /FVC)。
			Checkup on pulmonary function (which include FVC,
			FEV1.0, and FEV _{1.0} / FVC).
			(5)年齡在四十歲以上或懷疑有心臟疾病者,應做心電圖檢查。
			People over the age of 40 or suspected of having a heart disease should take the electrocardiogram examination. (6) 耳道、心臟血管、呼吸系統、骨骼、關節、神經精神及皮膚之理學檢查。
			Physiology checkup of ear canal, cardiovascular, respiratory
			system, bone, joint, neuropsychiatric and skin condition. (7)從事異常氣壓作業經驗達5年,且肩、髖關節有問題者,應做關節部之長骨X光檢查(變更作業者無須檢測)。
			Those who have worked under abnormal air pressure for 5 years
			and have problems with shoulder and hip joint should have joint
			long-bone X-ray (excluding workers who change their
			responsible operation).
			註:變更作業者應增列抗壓力檢查、耐氧試驗。
			Note: Workers who change their area of operations should take
	no electronic de la companya del companya del companya de la compa	> .	checkup on anti-stress and oxygen tolerance.
5	從事鉛中毒預防規	一年	(1)作業經歷、生活習慣及自覺症狀之調查。

	則所稱鉛(lead)作業	1 Year	Check on work experiences, daily schedule, and self-reported
	Lead Operation:		symptoms.
	Workers who handle		(2) 生育狀況與消化道症狀、心臟血管症狀及神經症狀等既往
	lead under lead		病史之調查。
	poisoning prevention		Check on past medical history such as fertility and
	regulations.		gastrointestinal symptoms, cardiovascular symptoms and
			neurological symptoms.
			(3) 齒齦鉛緣之有無與血液系統、消化系統、腎臟系統及神經
			系統之理學檢查。
			Physicalcheckup of the presence of gingival margin and the
			blood system, digestive system, kidney system and the
			nervous system.
			(4) 血球比容量值、血色素及紅血球數之檢查。
			Checkup on hematocrit value, hemoglobin and red blood cell
			count
			(5)尿蛋白及尿潛血之檢查。
			Checkup on urine protein and urinary occult blood.
			(5) 血中鉛之檢查。
			Checkup on blood lead.
6	從事四烷基鉛中毒	一年	(1)作業經歷、生活習慣及自覺症狀之調查。
	預防規則所稱四烷	1 Year	Check on work experiences, daily schedule, and self-reported
	基鉛(tetraalkyl lead)		symptoms.
	作業		(2)神經、精神及心臟血管疾病既往病史之調查。
	Tetraalkyl Lead		Check on past medical history of neurological, psychiatric and
	Operation: Workers		cardiovascular diseases.
	who handle tetraalkyl		(3)神經、精神及心臟血管及皮膚之理學檢查。
	lead under poisoning		Physiology checkup of neurological, mental and cardiovascular
	prevention		and skin systems.
	regulations.		(4)尿蛋白及尿潛血之檢查。
			Checkup on urine protein and urinary occult blood
			(5) 尿中鉛檢查(變更作業者無需檢測)。
			Checkup on urine lead (excluding workers who have changed
			there are of responsible operations)
7	從事1,1,2,2-四氯		(1)作業經歷、生活習慣及自覺症狀之調查。
	乙烷(1,1,2,2	1 Year	Check on work experiences, daily schedule, and self-reported
	tetrachloroet-hane)之		symptoms.
	製造或處置作業		(2)神經、肝臟及皮膚疾病等既往病史之調查。
	Workers who handle		Check on past medical history such as nerve, liver and skin
	tetrachloroet-hane		diseases.
	production and		(3)神經、肝臟、腎臟及皮膚之理學檢查。
	management.		Physiology checkup of nerves, liver, kidney and skin.

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			(4)尿蛋白及尿潛血之檢查。
			Checkup on urine protein and urinary occult blood
			(5) 血清丙胺酸轉胺酶(ALT)及加瑪麩胺醯轉移酶(r-GT)之檢
			查。
			Checkup on ALT and r-GT.
8	從事四氯化碳	一年	(1)作業經歷、生活習慣及自覺症狀之調查。
	(carbon tetrachlo-ride)	1 Year	Check on work experiences, daily schedule, and self-reported
	之製造或處置作業		symptoms.
	Workers who handle		(2) 腎臟及肝臟疾病既往病史之調查。
	carbon tetrachlo-ride		Check on past medical history of kidney and liver diseases.
	production and		(3)腎臟、肝臟及皮膚之理學檢查。
	management.		Physiology checkup of nephrology, liver and skin
			(4)尿蛋白及尿潛血之檢查。
			Checkup on urine protein and urinary occult blood
			(6) 血清丙胺酸轉胺酶(ALT)及加瑪麩胺醯轉移酶(r-GT)之檢
			查。
			Checkup on ALT and r-GT.
9	從事二硫化碳	一年	(1)作業經歷、生活習慣及自覺症狀之調查。
	(carbon disulfide)之	1 Year	Check on work experiences, daily schedule, and self-reported
	製造或處置作業		symptoms.
	Workers who handle		(2)神經系統、心臟血管、腎臟、肝臟、皮膚及眼睛疾病既往
	carbon disulfide		病史之調查。
	production and		Check on past medical history of nervous system,
	management.		cardiovascular, kidney, liver, skin and eye diseases
			(3)神經系統、心臟血管、腎臟、肝臟、皮膚及眼睛之理學檢
			查。
			Checkup on nephrology system, cardiovascular, kidney, liver, skin
			and eyes.
			(4)尿蛋白及尿潛血之檢查。
			Checkup on urine protein and urinary occult blood.
			(6) 血清丙胺酸轉胺酶(ALT)及加瑪麩胺醯轉移酶(r-GT)之檢
			查。
			Checkup on ALT and r-GT.
			(7) 心電圖檢查。
			Electrocardiogram examination.
10	從事三氯乙烯	一年	(1)作業經歷、生活習慣及自覺症狀之調查。
	(trichloroethylene)、四	1 Year	Check on work experiences, daily schedule, and self-reported
	氯乙烯		symptoms.
	i l		
	(tetrachloroeth-		(2)神經、肝臟、腎臟、心臟及皮膚疾病既往病史之調查。
	(tetrachloroeth- ylene)之製造或處置		(2)神經、肝臟、腎臟、心臟及皮膚疾病既往病史之調查。 Check on past medical history of nerve, liver, kidney, heart

	Workers who handle		(3) 神經、肝臟、腎臟、心臟及皮膚之理學檢查。
	trichloroethylene and		Physiology checkup of neuro system, liver, kidney, heart and
	tetrachloroethylene		skin.
	production and		(4) 尿蛋白及尿潛血之檢查。
	management.		Checkup on urine protein and urinary occult blood.
			(5)血清丙胺酸轉胺酶(ALT)及加瑪麩胺醯轉移酶(r-GT)之檢
			查。
			Checkup on ALT and r-GT.
11	從事二甲基甲醯胺	一年	(1)作業經歷、生活習慣及自覺症狀之調查。
	(dimethyl formamide)	1 Year	Check on work experiences, daily schedule, and self-reported
	之製造或處置作業		symptoms.
	Workers who handle		(2) 酗酒及肝臟疾病既往病史之調查。
	dimethyl formamide		Check on past medical history of alcoholism and liver
	production and		diseases.
	management.		(3) 肝臟、腎臟、心臟血管及皮膚之理學檢查。
			Physical checkup of liver, kidney, heart blood vessels and
			skin.
			(4)血清丙胺酸轉胺酶(ALT)及加瑪麩胺醯轉移酶(r-GT)之檢
			查。
			Checkup on ALT and r-GT.
12	從事正己烷	一年	(1)作業經歷、生活習慣及自覺症狀之調查。
	(n-hexane)之製造或	1 Year	Check on work experiences, daily schedule, and self-reported
	處置作業		symptoms.
	Workers who handle		(2)皮膚、呼吸器官、肝臟、腎臟及神經系統疾病既往病史之
	n-hexane production		調查。
	and management.		Check on past medical history of skin, respiratory organs, liver,
			kidneys and nervous system diseases
			(3)神經及皮膚之理學檢查。
			Physiology checkup of neuro and skin
13	從事聯苯胺及其鹽	一年	(1)作業經歷、生活習慣及自覺症狀之調查。
	類(benzidine & its	1 Year	Check on work experiences, daily schedule, and self-reported
	salts)、4-胺基聯苯		symptoms.
	及其鹽類		(2)藥品服用狀況、腎臟疾病及家族史既往病史之調查。
	(4-aminodiphenyl &		Medical history check on drug use status, kidney disease and
	its salts)、4-硝基聯		family history.
	苯及其鹽類		(3) 泌尿系統及皮膚之理學檢查。
	(4-nitrodiphenyl & its		Physiology checkup of urology and skin.
	salts)、β-萘胺及其鹽		(4)尿蛋白、尿潛血及尿沉渣鏡檢。醫師認有必要時,得實施
	類(β-naphthylamine		細胞診斷檢查。
	& its salts)、二氯聯苯		Checkup on urinary protein, urinary occult blood and urine
	胺及其鹽類		sediment microscopy. Diagnostic cytology may be required

	(dichlorobenzidine & its		according to doctor's orders.
	salts)、α-萘胺及其鹽		
	類(α-naphthylamine		
	& its salts)之製造、處		
	置或使用作業		
	Workers who handle		
	benzidine & its salts,		
	4-aminodiphenyl &		
	its salts,		
	4-nitrodiphenyl & its		
	salts,		
	β-naphthylamine &		
	its salts,		
	dichlorobenzidine &		
	its salts, and		
	α-naphthylamine &		
	its salts production		
	and management.		
14	從事鈹及其化合物		(1)作業經歷、生活習慣及自覺症狀之調查。
	(beryllium & its	1 Year	Check on work experiences, daily schedule, and self-reported
	compounds) 之製造		symptoms.
	、處置或使用作業		(2) 咳嗽、呼吸困難等呼吸器官症狀、體重減輕、皮膚炎、肝
	Workers who handle		及關節病變既往病史之調查。
	beryllium & its		Check on medical history of cough, dyspnea, weight loss,
	compounds		dermatitis, past history of liver and joint diseases.
	production and		(3)呼吸系統、肝臟、腎臟及皮膚之理學檢查。
	management.		Physical checkup of respiratory, liver, kidney and skin.
			(4)胸部X光(大片)攝影檢查。
			Chest X-ray (standard film).
			(5)肺功能檢查(包括用力肺活量(FVC)、一秒最大呼氣量 (FEV _{1.0})及FEV _{1.0} /FVC)。
			Checkup on pulmonary function (including FVC, FEV 1.0
			and FEV1.0 / FVC).
15	從事氯乙烯(vinyl	一年	(1)作業經歷、生活習慣及自覺症狀之調查。
	chloride)之製造、處置	1 Year	Check on work experiences, daily schedule, and self-reported
	或使用作業		symptoms.
	Workers who handle		(2) 肝炎、輸血、服用肝毒性藥物及接觸肝毒性之化學物等既
	vinyl chloride		往病史之調查。
	production and		Check on medical history of hepatitis, blood transfusion,
	management.		administration of hepatotoxic drugs and chemicals that are

			related to hepatotoxicity.
			(3) 肝臟、脾臟、腎臟、手部皮膚及呼吸系統之理學檢查。
			Physical checkup of liver, spleen, kidney, hand skin and
			respiratory system.
			(4)胸部X光(大片)攝影檢查。
			Chest X-ray (standard film).
			(5)血清丙胺酸轉胺酶(ALT)及加瑪麩胺醯轉移酶(r-GT)之檢
			查。
			Checkup on ALT and r-GT.
16	從事苯(benzene)之	一年	(1)作業經歷、生活習慣及自覺症狀之調查。
	製造、處置或使用作	1 Year	Check on work experiences, daily schedule, and self-reported
	業		symptoms.
	Workers who handle		(2) 血液疾病、腎臟疾病、肝臟疾病及長期服藥等既往病史之
	benzene production		調查。
	and management.		Check on medical history of blood diseases, kidney diseases,
			liver diseases and long-term medication.
			(3) 血液系統、皮膚黏膜(含口腔)及結膜之理學檢查。
			Physical checkup of blood system, mucocutaneous (including
			oral cavity) and conjunctiva.
			(4) 血球比容值、血色素、紅血球數、白血球數及血小板數之
			检查。
			Checkup on hematocrit, hemoglobin, red blood cell count, white
			blood cell count, and platelet count
17	從事2,4-二異氰酸甲	一年	(1)作業經歷、生活習慣及自覺症狀之調查。
1 /	苯 (2,4-toluene	1 Year	Check on work experiences, daily schedule, and self-reported
	diisocy-anate; TDI)	1 Tear	
	或2,6-二異氰酸甲苯		symptoms. (2) 氣喘、慢性氣管炎及過敏既往病史之調查。
	(2,6-toluene		Check on medical history of asthma, chronic bronchitis and
	diisocyanate; TDI)		allergy.
	4,4-二異氰酸二苯		(3)呼吸系統及皮膚之理學檢查。
	甲烷(4,4-methylene		Physical checkup of respiratory system and skin
	bisphenyl		(4)肺功能檢查(包括用力肺活量(FVC)、一秒最大呼氣量
	diisocyanate; MDI)		(FEV _{1.0})及FEV _{1.0} /FVC)。
	二異氰酸異佛爾酮		Checkup on pulmonary function (including FVC, FEV 1.0
	(isophorone		and FEV1.0 / FVC).
	diisocyanate; IPDI)之		註:變更作業者應增列胸部 X 光(大片)攝影檢查。
	製造、處置或使用作		Workers who change there are of responsible operation should
	業		take chest X-ray (standard film).
	Workers who handle		
	2,4-toluene		
	diisocy-anate; TDI,		

	2.6 tolyana		
	2,6-toluene		
	diisocyanate; TDI,		
	4,4-methylene		
	bisphenyl		
	diisocyanate; MDI,		
	and isophorone		
	diisocyanate; IPDI		
	production and		
	management.		
18	從事石綿(asbestos)	一年	(1)作業經歷、生活習慣及自覺症狀之調查。
	之處置或使用作業	1 Year	Check on work experiences, daily schedule, and self-reported
	Workers who handle		symptoms.
	asbestos production		(2)呼吸系統症狀既往病史之調查。
	and management.		Check on medical history of respiratory symptoms.
			(3)呼吸系統(含杵狀指)及皮膚之理學檢查。
			Physical checkup of respiratory system (including clubbing)
			and the skin.
			(4) 胸部X光(大片)攝影檢查。
			Chest X-ray (standard film).
			(5)肺功能檢查(包括用力肺活量(FVC)、一秒最大呼氣量
			(FEV _{1.0})及FEV _{1.0} /FVC)。
			Checkup on pulmonary function (including FVC, FEV 1.0
			and FEV1.0 / FVC).
19	從事砷及其化合物	一年	(1) 作業經歷、生活習慣及自覺症狀之調查。
	(arsenic & its	1 Year	Check on work experiences, daily schedule, and self-reported
	compounds)之製造		symptoms.
	、處置或使用作業		(2)呼吸系統症狀既往病史之調查。
	Workers who handle		Check on medical history of respiratory symptoms.
	arsenic & its		(3) 鼻腔、皮膚、呼吸道、腸胃及神經系統之理學檢查。
	compounds		Physical checkup of nasal, skin, respiratory, gastrointestinal
	production and		and nervous system.
	management.		(4) 胸部 X 光 (大片) 攝影檢查。
			Chest X-ray (standard film).
			(5)尿蛋白、尿潛血及尿沉渣鏡檢之檢查。
			Checkup on urine protein, urinary occult blood and urinary
			sediment microscopic.
			(6)血清丙胺酸轉胺酶(ALT)及加瑪麩胺醯轉移酶(r-GT)之檢
			查。
			Checkup on ALT and r-GT.
			(8) 血球比容值、血色素、紅血球數及白血球數之檢查。
			Checkup on hematocrit values, hemoglobin, red blood cells
			checkup on hematocht values, hemogroom, fou blood cens

			and white blood cells number.
			(9) 尿中無機砷檢查(包括三價砷、五價砷、單甲基砷、雙甲
			基砷及尿液肌酸酐(變更作業者無須檢測))
			Checkup on inorganic arsenic in urine (including trivalent arsenic,
			pentavalent arsenic, monomethyl arsenic, dimethyl arsenic and
			urine creatinine) (exclude workers who change their responsible
			operation).
20	從事錳及其化合物	一年	(1)作業經歷、生活習慣及自覺症狀之調查。
	(一氧化錳及三氧	1 Year	Check on work experiences, daily schedule, and self-reported
	化錳除外)		symptoms.
	(manganese & its		(2) 酗酒、精神、神經、肝臟及腎臟疾病既往病史之調查。
	compounds(except		Check on medical history of alcoholism, mental, nervous,
	manganese		liver and kidney diseases.
	monooxide,		(3) 肺臟、神經(含巴金森症候群)及精神之理學檢查。
	manganese trioxide))		Physicalcheckup of lungs, nerves (including Parkinson's
	之製造、處置或使用		syndrome) and mental.
	作業		(4)胸部X光(大片)攝影檢查。
			Chest X-ray (standard film).
21	從事黃磷	一年	(1) 作業經歷、生活習慣及自覺症狀之調查。
	(phosphorus)之製造	1 Year	Check on work experiences, daily schedule, and self-reported
	、處置或使用作業		symptoms.
	Workers who handle		(2)倦怠、貧血、食慾不振、胃部、肝臟、腎臟、眼睛及呼吸
	manganese & its		系統疾病既往病史之調查。
	compounds (except		Check on medical history of fatigue, anemia, loss of appetite,
	manganese		gastric, liver, kidney, eyes and respiratory diseases.
	monooxide,		(3) 眼睛、呼吸器官、肝臟、腎臟、皮膚、牙齒及下顎之理學
	manganese trioxide)		檢查。
	production and		Physical checkup of eyes, respiratory organs, liver, kidneys,
	management.		skin, teeth and jaws.
			(4)血清丙胺酸轉胺酶(ALT)及加瑪麩胺醯轉移酶(r-GT)之檢
			查。
			Checkup on ALT and r-GT.
			(4) 血球比容值、血色素、紅血球數、白血球數及白血球分類
			之檢查。
			Checkup on hematocrit, hemoglobin, red blood cell count,
			white blood cell count and white blood cell classification.
22	從事聯吡啶或巴拉	一年	(1)作業經歷、生活習慣及自覺症狀之調查。
	刈(paraquat)之製造	1 Year	Check on work experiences, daily schedule, and self-reported
	作業		symptoms.
	Workers who handle		(2)皮膚角化、黑斑及疑似皮膚癌症病變既往病史之調查。
	paraquat production		Check on medical history of skin keratosis, dark spots and

	and management.		SIII	spected skin cancer lesions.
	und management.			足膚及指甲之理學檢查。
				ysical checkup of skin and nails.
23	從事粉塵危害預防	一年		作業經歷、生活習慣及自覺症狀之調查。
23	標準所稱之粉塵作	1 Year		neck on work experiences, daily schedule, and self-reported
	**************************************	1 Icai		mptoms.
	Dust Operation:		_	mptoms. 市結核、哮喘、塵肺症、心臟疾病等既往病史之調查。
	Workers who handle			
	Dust hazard			neck on medical history of tuberculosis, asthma, eumoconiosis, heart disease.
	prevention standard.		_	P吸系統及心臟循環之理學檢查。
	prevention standard.			
				ysical checkup of respiratory system and cardio-circulation.
				向部X光(大片)攝影檢查。
				nest X-ray (standard film).
				肺功能檢查(包括用力肺活量(FVC)、一秒最大呼氣量
			,	FEV _{1.0})及FEV _{1.0} / FVC)。
				neckup on pulmonary function (including FVC, FEV 1.0
2.4	<u> </u>	F	-	d FEV1.0 / FVC).
24	從事鉻酸及其鹽類	一年	(1)	作業經歷、生活習慣及自覺症狀之調查。
	(chromic acid and	1 Year		Check on work experiences, daily schedule, and
	chromate)之製造、處		(2)	self-reported symptoms.
	置或使用作業		(2)	
	Workers who handle			調查。
	chromic acid and			Check on medical history of cough, sputum, chest pain,
	chromate production		(2)	nasal abnormalities and skin symptoms.
	and management.		(3)	呼吸系統(鼻黏膜異常、鼻中膈穿孔)及皮膚(皮膚炎、 潰瘍)之理學檢查。
				Physical checkup of respiratory system (abnormal nasal
				mucosa, nasal septum perforation) and skin (dermatitis,
				ulcer).
			(4)	從事工作四年以上者,應實施胸部X光攝影檢查。
				Workers who have 4 years of work experiences should
				have chest X-ray.
25	從事鎘及其化合物	一年	(1)	作業經歷、生活習慣及自覺症狀之調查。
	(cadmium and its	1 Year		Check on work experiences, daily schedule, and
	compounds)之製造			self-reported symptoms.
	、處置或使用作業		(2)	鎘或其化合物引起之呼吸器官症狀、胃腸症狀等既往病
	Workers who handle			史之調查。
	cadmium and its			Check on medical history of respiratory symptoms and
	compounds			gastrointestinal symptoms caused by cadmium or its
	production and			compounds.
	management.		(3)	體重測量。

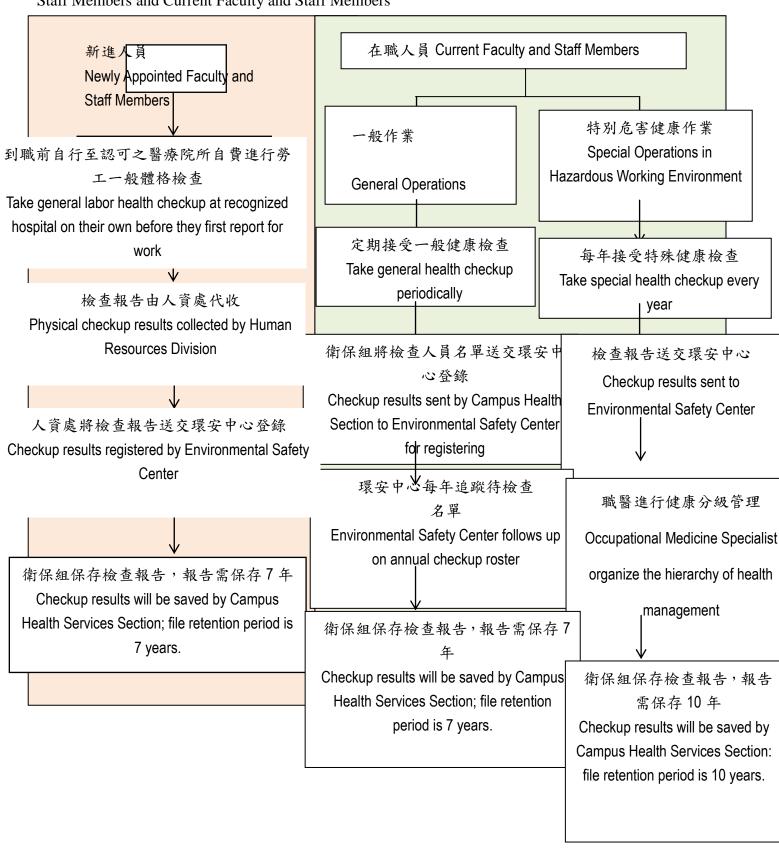
			Weight measurement
			(4) 門齒或大齒鎘黃色環、鼻黏膜及貧血之理學檢查。
			Physical checkup of incisors or large teeth cadmium ring,
			nasal mucosa and anemia
			(5) 尿蛋白檢查。
			Checkup on urine protein.
			(6) 尿中鎘檢查(變更作業者無須檢測)。
			Checkup on urine cadmium (excluding workers who have
			changed their area of responsible operation).
			(7) 呼吸器官有自覺症狀時,應實施胸部理學檢查及肺功功
			能
			檢查(包括用力肺活量(FVC)、一秒最大呼氣量(FEV1.0)
			及 FEV1.0/FVC) (變更作業者無須檢測)。
			Workers should take checkup on chest physiology and
			pulmonary function (including FVC, FEV 1.0 and FEV1.0 /
			FVC), when respiratory symptoms are present (excluding
			workers who have changed there area of responsible
			operation).
26	從事鎳及其化合物	一年	(1)作業經歷、生活習慣及自覺症狀之調查。
	(Nickel & its	1 Year	Check on work experiences, daily schedule, and self-reported
	compounds)之製		symptoms.
	造、處置或使用作業		(2) 呼吸系統、皮膚系統等既往病史之調查。
	Workers who handle		Check on medical history of respiratory system and skin system.
	Nickel & its		(3)鼻腔、皮膚、呼吸道、腸胃及神經系統之理學檢查。
	compounds		Physical checkup of nasal, skin, respiratory, gastrointestinal and
	production and		nervous systems.
	management.		(4)胸部X光(大片)攝影檢查。
			Chest X-ray (Standard Film).
			(4) 尿蛋白、尿潛血及尿沉渣鏡檢之檢查。
			Checkup on urine protein, urinary occult blood and urinary
			sediment microscopic.
			(6)肌酸酐(creatinine)之檢查。
			(7)血球比容值、血色素、紅血球數及白血球數之檢查。
			Checkup on hematocrit values, hemoglobin, red blood cells
			and white blood cells.
			(8)肺功能檢查(包括用力肺活量(FVC)、一秒最大呼氣量
			(FEV1.0)及FEV1.0/FVC)。
			Checkup on pulmonary function (including FVC, FEV 1.0
			and FEV1.0 / FVC).
			(10) 尿中鎳檢查(變更作業者無須檢測)。
			Checkup on urine nickel. (excluding workers who changed

			there area of responsible operation)
27	從事乙基汞化合物 (Ethyl mercury compounds)、汞及其 無機化合物(Mercury & its compounds)之 製造、處置或使用作 業 Workers who handle Ethyl mercury compounds, and mercury & its compounds production and management.	一年 1 Year	(1)作業經歷、生活習慣及自覺症狀之調查。 Check on work experiences, daily schedule, and self-reported symptoms. (2) 酗酒、精神、神經、肝臟及腎臟疾病等既往病史之調查。 The past medical history checkup of alcoholism, mental, neurological, liver and kidney disease. (3) 口腔鼻腔、皮膚、呼吸系統、腸胃、腎臓、眼睛、神經系統及精神之理學檢查。 Physical checkup of oral nasal cavity, skin, respiratory system, stomach, kidney, eyes, nervous and mental systems. (4) 胸部 X 光(大片)攝影檢查。 Chest X-ray (Standard Film). (5) 尿蛋白、尿潛血及尿沉渣鏡檢之檢查。 Checkup on urine protein, urinary occult blood and urinary sediment microscopic. (6) 肌酸酐(creatinine)之檢查。 Checkup on creatinine. (7) 血球比容値、血色素、紅血球數及白血球數之檢查。 Checkup on hematocrit values, hemoglobin, red blood cells and white blood cells. (8) 尿中汞檢查(限汞及其無機化合物作業)(變更作業者無須檢測)。 Checkup on urine mercury. (exclude workers who change their responsible operation) (9) 血中汞檢查(限乙基汞化合物作業)(變更作業者無須檢測)。
			Checkup on blood mercury. (exclude workers who change their responsible operation)
28	從事溴丙烷	一年	(1)作業經歷、生活習慣及自覺症狀之調查。
	(1-bromopropane,n-p	1 Year	Check on work experiences, daily schedule, and self-reported
	ropyl bromide)之製		symptoms.
	造、處置或使用作業		(2)神經、肝臟及皮膚疾病等既往病史之調查。
			Check on medical history such as nerve, liver and skin
	Workers who handle		diseases.
	1-bromopropane,n-pr		(3)皮膚、肌肉骨骼及神經系統之理學檢查。
	opyl bromide		Physical checkup of the skin, musculoskeletal and nervous
	production and		system.
	management.		(4)胸部X光(大片)攝影檢查。
			Chest X-ray (Standard Film).
<u> </u>			Choot II Inj (Standard I IIIII).

			(5)血清丙胺酸轉胺酶(ALT)及加瑪麩胺醯轉移酶(r-GT)之檢
			查。
			Checkup on ALT and r-GT.
			(6) 血球比容值、血色素、紅血球數、血小板數及白血球數之
			檢查。
			Checkup on hematocrit, hemoglobin, erythrocytes, platelets
			and white blood cells.
29	從事1,3-丁二烯	一年	(1)作業經歷、生活習慣及自覺症狀之調查。
	(1,3-butadiene)之製	1 Year	Check on work experiences, daily schedule, and self-reported
	造、處置或使用作業		symptoms.
	Workers who handle		(2) 血液、肝臟、皮膚、生殖及免疫系統疾病等既往病史之調
	1,3-butadiene		查。
	production and		Check on medical history of blood, liver, skin, reproductive
	management.		and immune system diseases.
			(3)淋巴血液及皮膚黏膜之理學檢查。
			Physical checkup of lymph blood and skin mucosa.
			(4) 血球比容值、血色素、紅血球數、血小板數、白血球數及
			白血球分類之檢查。
			Checkup on hematocrit, hemoglobin, red blood cell count,
			platelet count, white blood cell count and white blood cell
			classification
30	從事甲醛	一年	(1)作業經歷、生活習慣及自覺症狀之調查。
	(Formaldehyde)之製	1 Year	Check on work experiences, daily schedule, and self-reported
	造、處置或使用作業		symptoms.
	Workers who handle		(2)呼吸系統及皮膚黏膜等既往病史之調查。
	Formaldehyde		Check on medical history of respiratory system and skin
	production and		mucosa.
	management.		(3)呼吸系統及皮膚黏膜之理學檢查。
			Physical checkup of respiratory system and skin mucosa.
			(4)肺功能檢查(包括用力肺活量(FVC)、一秒最大呼氣量
			(FEV _{1.0})及FEV _{1.0} /FVC)。
			Checkup on pulmonary function (including FVC, FEV 1.0
			and FEV1.0 / FVC).
31	從事銦及其化合物	一年	(1)作業經歷、生活習慣及自覺症狀之調查。
	(Indium& its	1 Year	Check on work experiences, daily schedule, and self-reported
	compounds)之製		symptoms.
	造、處置或使用作業		(2)呼吸系統既往病史之調查。
	Workers who handle		Check on medical history of the respiratory system.
	Indium & its		(3)呼吸系統及皮膚黏膜之理學檢查。
	compounds		Physical checkup of respiratory system and skin mucosa.
	production and		(4)胸部X光(大片)攝影檢查。

Chest X-ray (Standard Film).
(5)肺功能檢查(包括用力肺活量(FVC)、一秒最大呼氣量
(FEV _{1.0})及FEV _{1.0} /FVC)。
Checkup on pulmonary function (including FVC, FEV 1.0
and FEV1.0 / FVC).

Appendix 5 Ming Chuan University Flow Chart of Health Checkup for Newly Appointed Faculty and Staff Members and Current Faculty and Staff Members



註 1:新進人員及特別危害健康作業人員可至下列網址查詢認可之醫療院所進行檢查 https://hrpts.osha.gov.tw/asshp/hrpm1055.aspx

Note 1. The list of recognized hospitals for newly appointed faculty and staff members and workers in special operations for health checkup: https://hrpts.osha.gov.tw/asshp/hrpm1055.aspx

註2:在職人員一般健康檢查時效

Note 2. General health checkup period for all faculty and staff members:

- a. 未滿 40 歲者,每5年檢查1次。
 - Once every 5 years for faculty and staff members under 40 years old.
- b. 年滿 40 歲未滿 65 歲者,每 3 年檢查 1 次。
 Once every 3 years for faculty and staff members over 40 but under 65 years old.
- c. 年滿 65 歲以上者,每年檢查 1 次。
 Once a year for faculty and staff members over 65 years old.
- 註 3: 若自行在校外進行健康檢查者,檢查項目必須符合法規之規定,否則將因檢查項目不齊全被視為未檢查,此外,自行檢查之檢查報告也需交至環安中心登錄及衛保組留存。

Note 3. Faculty and staff members who take health checkup on their own should follow the related regulations; their physical checkup result may not be accepted if the checkup categories do not meet the university's requirements. Moreover, such checkup results also need to be registered by Environmental Safety Center and filed by Campus Health Services Section.

註 4:受檢員工務必填妥基本資料、作業經歷、檢查時期、既往病史、生活習慣、自覺症狀六 大項,其餘的理學檢查及生化檢查項目由醫護人員填寫。

Faculty and staff members should fill in basic information, work experiences, checkup period, past medical history, living habits, and self-reported symptoms when taking the health checkup. Other information such as the categories of physiological checkup and biochemical checkup should be filled in by the responsible medical staff.

註 5:檢查前請先空腹 8 小時,避免影響檢查結果。

Note 5. To avoid affecting the final checkup results, please do not eat or drink for at least 8 hours prior to the checkup.