

National Aeronautics and Space Administration
Headquarters
Washington, DC 20546-0001



November 18, 2008

Reply to Attn of: Chief Health and Medical Office

TO: NASA Center Directors
FROM: Chief Health and Medical Officer
SUBJECT: Occupational Health Reviews

The Office of the Chief Health and Medical Officer (OCHMO) is adopting a three-year cycle for Occupational Health Reviews, with some qualifications as follows:

- NASA Centers and their associated facilities shall perform self-reviews each year that OCHMO does not conduct an onsite visit, at no greater than 12-month intervals. Video teleconferences and/or telecons shall be used by OCHMO to gather additional information and ask questions of Centers as needed. OCHMO reserves the right to visit Centers if necessary.
- Annual Center self-reviews of Occupational Health Programs shall be as comprehensive as an OCHMO onsite review. Specific requirements for the review format, the deadline, and other requirements will be in the revised NPR 1800.1B. An OCHMO site visit may be necessary in the event adequate self-reviews are not submitted in the time required.

The triennial schedule for Occupational Health reviews will, to the extent possible, adhere to the same week and month every three years. We will provide an annual memorandum with the review dates for each NASA Center or facility to be visited in the upcoming year.

For 2009, the schedule is as follows:

Jet Propulsion Laboratory	January 26-30, 2009
White Sands Test Facility	March 16-20, 2009
Johnson Space Center	May 11-15, 2009
Wallops Flight Facility	June 15-19, 2009
Goddard Space Flight Center	October 26-30, 2009

In 2010, we will review Michoud Assembly Facility (January), Marshall Space Flight Center (March), Headquarters (May), Kennedy Space Center (August), and Dryden Flight Research Center including Palmdale (October).

In 2011, we will review Ames Research Center (January), Stennis Space Center (March), Glenn Research Center including Plum Brook (May), and Langley Research Center (October).

We believe this triennial review schedule will reduce Center administrative burdens while continuing to assure highest quality occupational health services across NASA. If there are circumstances at your Center or facility that will make our reviews difficult to support during the dates we have proposed or if you have any questions, please contact Mr. Guy Camomilli at (321) 867-1417 by December 5, 2008.



Richard S. Williams, MD, FACS

cc:

Safety and Mission Assurance

- Safety and Assurance Requirements Division/Mr. Lee

Institutions and Management

- Environmental Management Division/Mr. Roberts

Kennedy Space Center

- Dynamac/Ms. Shoemaker

NASA Environmental Contracting Officer Technical Representatives

NASA Medical Contracting Officer Technical Representatives