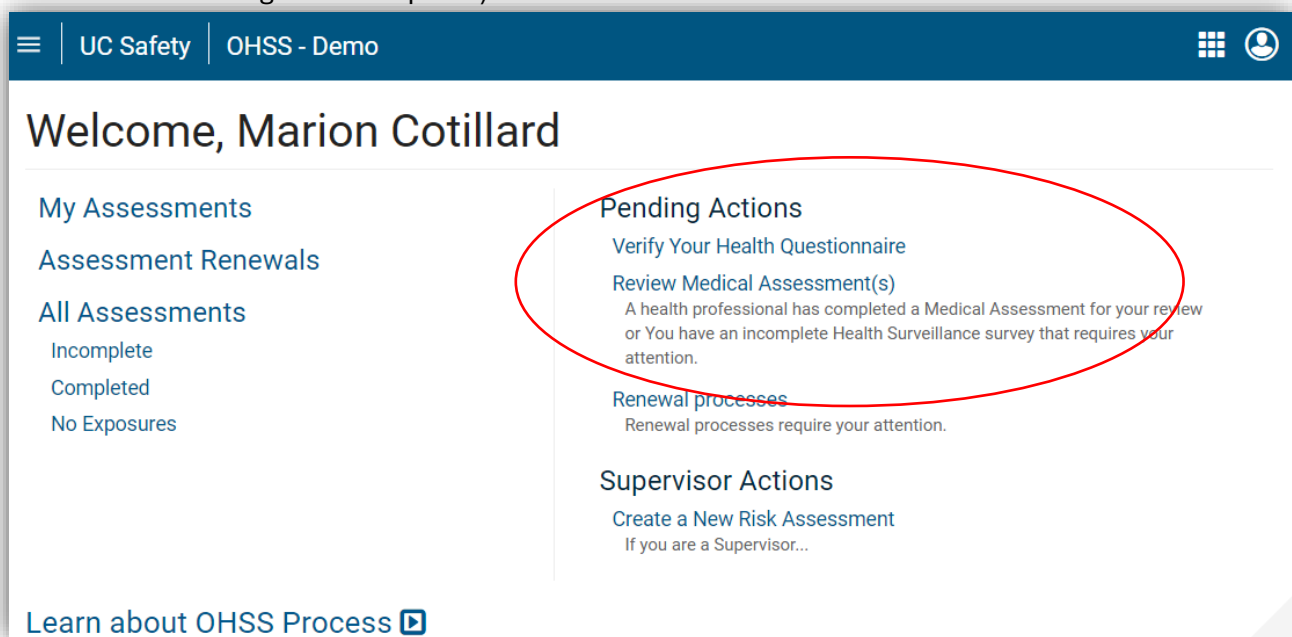# Participant- Acknowledging a Medical Assessments

Medical Assessment Review and Acknowledgment

1. **Medical Review:** After submission, a Medical Professional reviews the Risk Assessment and HQ to determine if any medical services or consultations are needed before protocol work can begin.
2. **Acknowledgment Required:** Participants must acknowledge the Medical Assessment in the system, regardless of whether services are required.

Acknowledging the Medical Assessment

1. Log in to https://ehs.ucop.edu/ohss.
2. Under **Pending Actions**, select **Review Medical Assessment** (this option is only visible if acknowledgment is required).
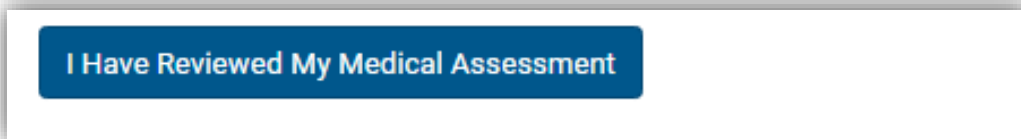

3. Navigate to the **My Assessments** page.
   - Medical Assessments requiring acknowledgment will be marked with a red flag in the **MA** column.   🚩 = Action Required
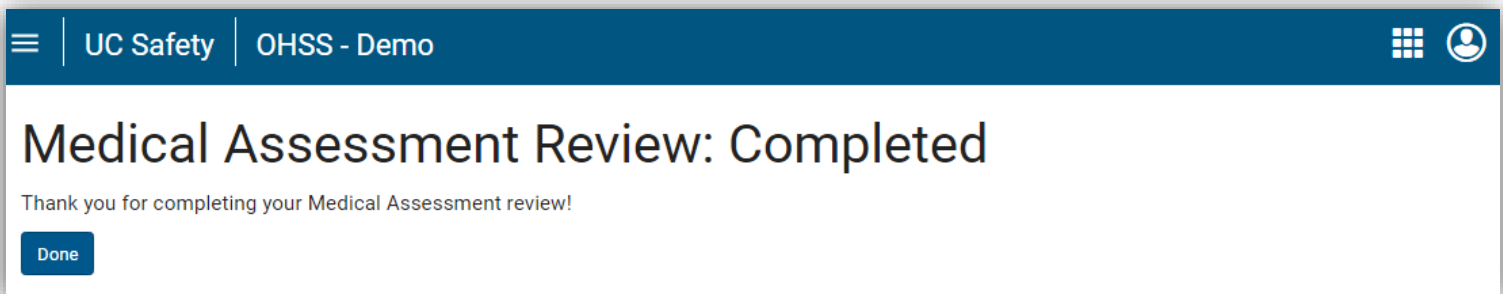
My Assessments

⚑ = Action Required

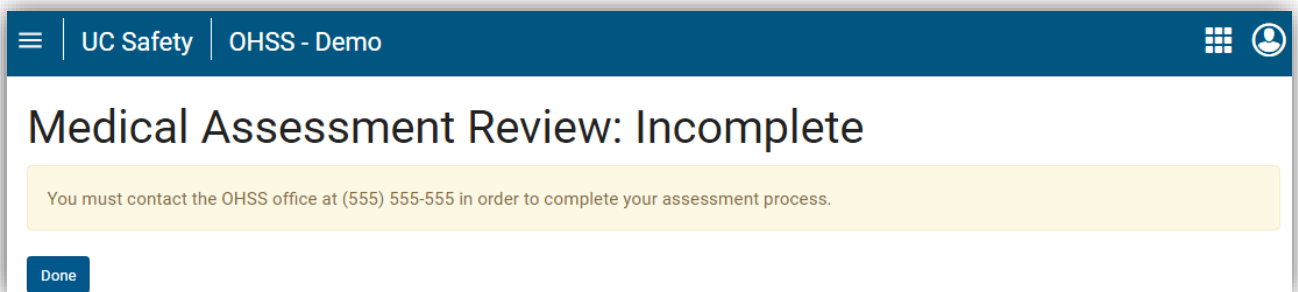| Supervisor ⇕	RA ⇕ ⓘ	HQ ⇕ ⓘ	MA ⇕ ⓘ	Process Completed ⇕	Renewal Date ⇕
▬▬▬▬	08/07/2024 - A	08/29/2024 - C	⚑ 11/27/2024 - CR	--	--

4. Select the date to view the Medical Assessment.
5. Carefully review the document and click **I Have Reviewed My Medical Assessment** to confirm acknowledgment.

I Have Reviewed My Medical Assessment

6. **Completion Status:**
   o If no services are required or services are optional recommendations, the system will clear you.

☰	UC Safety	OHSS - Demo	⊞ ⓟ

Medical Assessment Review: Completed

Thank you for completing your Medical Assessment review!

Done

   o If services are needed, you will receive instructions to contact the Occupational Health team at **ehsocchealth@ucr.edu**.

☰	UC Safety	OHSS - Demo	⊞ ⓟ

Medical Assessment Review: Incomplete

You must contact the OHSS office at (555) 555-555 in order to complete your assessment process.

Done

7. Check the **Process Completed** column on the **My Assessments** page to verify completion.