

16 FAM 200 PROCEDURES FOR MEDICAL EXAMINATION AND CLEARANCE

16 FAM 210 MEDICAL CLEARANCE

*(CT:MED-8; 10-19-2009)
(Office of Origin: MED)*

16 FAM 211 MEDICAL CLEARANCE CLASSIFICATIONS

16 FAM 211.1 Medical Clearances

*(CT:MED-8; 10-19-2009)
(Uniform State/USAID/U.S. and Foreign Commercial Service/Foreign
Agricultural Service/Animal and Plant Health Inspection Service/BBG)
(Applies to all U.S. Government Employees and Eligible Family Members
Participating in the Department of State Medical Program)*

All employees and eligible family member(s) who are posted abroad require a medical clearance or a waiver to receive benefits under State's Medical Program (MED). Benefits include, but are not limited to, embassy health unit access, medical evacuation travel, and secondary payer coverage for hospitalizations.

16 FAM 211.2 Clearance Classifications

*(CT:MED-8; 10-19-2009)
(Uniform State/USAID/U.S. and Foreign Commercial Service/Foreign
Agricultural Service/Animal and Plant Health Inspection Service/BBG)
(Applies to all U.S. Government Employees and Eligible Family Members
Participating in the Department of State Medical Program)*

- a. Worldwide Available (Class 1): Issued to applicants, employees and eligible family members who have no identifiable medical conditions that would limit assignment abroad.

- b. Post-Specific (Class 2): Issued to an individual with a medical condition that would pose a significant risk to the health or safety of the individual or others if the individual were assigned to work at one or more posts abroad, or would create an undue burden for a post. The Office of Medical Services (MED) determines approval for assignment to a specific post based on the criteria above.
- c. Domestic Only (Class 5): Issued to all who have a medical condition which is incapacitating or for which specialized medical care is best obtained in the United States. Employees or eligible family members with a Class 5 medical clearance may not be assigned outside the United States.
- d. Temporary Travel (Class 6): Issued only to an eligible family member who is not medically cleared to reside at the employee's assigned post but is authorized to visit that post for a limited period of time.
- e. Pending (Class 7): Issued to individuals awaiting completion of the evaluation of a medical condition within 90 days (Class 7 is **not** a valid medical clearance). If the examination/evaluation is not completed within 90 days, the individual will be issued a Class 8 clearance and will not be eligible for the medical program abroad.
- f. Incomplete/Cancellation (Class 8): Issued to an individual whose pre-employment medical evaluation is incomplete and the application has been inactive for more than 12 months. Class 8 clearance will also be issued to an employee or eligible family member who is in pending status (Class 7) and who has not completed the evaluation within the allotted 90 days.
- g. Separation (Class 9): Issued to employees and eligible family members following separation from State's Medical Program. This includes eligible family members who have reached age 21, or persons leaving the program through legal separation, divorce or death.

16 FAM 212 PRE-EMPLOYMENT MEDICAL CLEARANCE FOR FOREIGN SERVICE CANDIDATE

(CT:MED-8; 10-19-2009)

*(Uniform State/USAID/U.S. and Foreign Commercial Service/Foreign Agricultural Service/Animal and Plant Health Inspection Service/BBG)
(Applies to all U.S. Government Employees and Eligible Family Members Participating in the Department of State Medical Program)*

- a. All Foreign Service candidates who have received conditional offers of employment must undergo a pre-employment medical examination.

- b. The purpose of the pre-employment medical examination is to identify any physical or mental health condition that could affect assignment abroad.
- c. If additional evaluations are needed to make the pre-employment clearance decision, MED will issue Form DS-616, Authorization for Medical Tests and/or Consultations.
- d. MED will notify the candidate of his or her medical clearance.
- e. A pre-employment medical clearance is valid for three years from the date of issuance. If the candidate is not employed within three years of the date of issuance, then the candidate must submit Form DS-3057, Medical Clearance Update, to revise their medical clearance.
- f. If there is any significant change in the candidate's medical condition at any time, the candidate must notify MED.

16 FAM 213 MEDICAL CLEARANCE FOR ELIGIBLE FAMILY MEMBERS OF NEWLY HIRED FOREIGN SERVICE EMPLOYEES

(CT:MED-8; 10-19-2009)

*(Uniform State/USAID/U.S. and Foreign Commercial Service/Foreign Agricultural Service/Animal and Plant Health Inspection Service/BBG)
(Applies to all U.S. Government Employees and Eligible Family Members Participating in the Department of State Medical Program)*

- a. Each family member who is assigned abroad for the first time must undergo a pre-assignment medical examination.
- b. Each agency must verify an eligible family member's medical clearance status before issuing travel orders. If an employee or eligible family member has a post-specific (Class 2) medical clearance, there must be post approval from MED. Failure to obtain post approval before traveling abroad may result in the individual being denied participation in the medical program and access to health units abroad.
- c. If additional evaluations are needed to make the clearance decision, MED will issue Form DS-616, Authorization for Medical Tests and/or Consultations.

16 FAM 214 INSERVICE AND PRE-ASSIGNMENT MEDICAL CLEARANCES FOR EMPLOYEES AND ELIGIBLE FAMILY MEMBERS

(CT:MED-8; 10-19-2009)

*(Uniform State/USAID/U.S. and Foreign Commercial Service/Foreign Agricultural Service/Animal and Plant Health Inspection Service/BBG)
(Applies to all U.S. Government Employees and Eligible Family Members Participating in the Department of State Medical Program)*

- a. Employees and eligible family members of all ICASS participating agencies who are assigned abroad for the first time must undergo a full medical clearance examination. (Form DS-3057, Medical Clearance Update, may **not** be used in this case.)
- b. A medical clearance is valid for the length of the tour or upon eligibility for home leave, whichever is shorter, unless there is a change in the individual's medical condition that could affect his or her medical clearance. A new medical clearance can be obtained following a medical examination or submission of Form DS-3057, Medical Clearance Update.
- c. Employees and eligible family members are required to notify the Medical Clearance Section of MED of any change in medical condition that could affect assignment outside the United States.
- d. If additional evaluations are needed to make the clearance decision, MED will issue a Form DS-616, Authorization for Medical Tests and/or Consultations. WAE (When Actually Employed) employees are not issued a Form DS-616.
- e. Each agency must verify an employee and eligible family member's medical clearance status before issuing travel orders. If an employee or eligible family member has a post-specific (Class 2) medical clearance, there must be post approval from MED. If an employee or eligible family member (EFM) arrives at post without a medical clearance, post management will notify the individual that he or she is **not** eligible for participation in the overseas medical program.
- f. An updated medical clearance is not required while assigned within the United States unless TDY travel of greater than 60 accumulative days per calendar year is expected. Employees and eligible family members must renew their medical clearances prior to bidding on their next assignment abroad or prior to entry into long-term language training in preparation for assignment abroad.
- g. A post-specific (Class 2) medical clearance is only valid for the post to which the individual is assigned. If an individual with a post-specific

(Class 2) medical clearance is to be transferred directly to another post, the employee or the employee's agency must obtain post approval from MED prior to the transfer.

- h. Pregnant employees or eligible family members who travel to post from the United States at or after 34 weeks gestation for assignment will not be authorized obstetrical medical travel for delivery of that pregnancy.

16 FAM 215 APPEAL OF MEDICAL CLEARANCE DECISION

(CT:MED-8; 10-19-2009)

*(Uniform State/USAID/U.S. and Foreign Commercial Service/Foreign Agricultural Service/Animal and Plant Health Inspection Service/BBG)
(Applies to all U.S. Government Employees and Eligible Family Members Participating in the Department of State Medical Program)*

- a. A medical clearance decision may be appealed by a written request from the affected employee to the Medical Director, through the Chief of Medical Clearances.
- b. The Medical Director will convene a 3-physician panel to review the request. The panel's recommendation will be presented to the Medical Director for a final review and determination of the medical clearance.
- c. When the 3-physician panel and the Medical Director uphold the clearance decision, the employee may request an administrative waiver from the Director of Human Resources of his or her agency. The Director's decision will be final. If the administrative waiver is granted, the individual and his or her eligible family member(s) will be eligible for medical benefits during that assignment. Any subsequent assignment abroad will require a new clearance decision.

16 FAM 216 ADMINISTRATIVE WAIVER OF MEDICAL STANDARDS

(CT:MED-8; 10-19-2009)

*(Uniform State/USAID/U.S. and Foreign Commercial Service/Foreign Agricultural Service/Animal and Plant Health Inspection Service/BBG)
(Applies to all U.S. Government Employees and Eligible Family Members Participating in the Department of State Medical Program)*

- a. A Department of State Foreign Service candidate or employee who was denied a Worldwide Available (Class 1) medical clearance may request an administrative waiver of the medical standards from the Director General of the Foreign Service (DG). Decisions of the Director General or his or her designee are final and not subject to further appeal by the candidate.

- b. Candidates and employees from other Foreign Affairs agencies [USAID, Foreign Commercial Service, Foreign Agricultural Service, APHIS and the Broadcasting Board of Governors (BBG)] who have been denied a Worldwide Available (Class 1) medical clearance may request an administrative waiver of medical standards from the Director of Human Resources of their respective agency.
- c. If an administrative waiver is granted by the Director General (State) or the Director of Human Resources (other Foreign Affairs Agencies), the candidate is issued a post-specific (Class 2) clearance.

16 FAM 217 EMPLOYEE RESPONSIBILITIES

(CT:MED-8; 10-19-2009)

*(Uniform State/USAID/U.S. and Foreign Commercial Service/Foreign Agricultural Service/Animal and Plant Health Inspection Service/BBG)
(Applies to all U.S. Government Employees and Eligible Family Members Participating in the Department of State Medical Program)*

- a. The employee should initiate the clearance process for self and eligible family member(s) at the time of bidding for the onward assignment.
- b. If the employee or an eligible family member has a post-specific (Class 2) medical clearance, the employee must obtain MED approval for each post on the bid list.
- c. The employee must ensure that he or she and all eligible family members have received a medical clearance before traveling to post.
- d. The employee must notify MED of any significant change in the employee's or eligible family member's medical condition at any time.

16 FAM 218 MEDICAL CLEARANCE PROCESS FOR NEW FAMILY MEMBERS ACQUIRED THROUGH MARRIAGE, DOMESTIC PARTNER AFFIDAVIT, BIRTH OR LEGAL ADOPTION, OR GUARDIANSHIP

(CT:MED-8; 10-19-2009)

*(Uniform State/USAID/U.S. and Foreign Commercial Service/Foreign Agricultural Service/Animal and Plant Health Inspection Service/BBG)
(Applies to all U.S. Government Employees and Eligible Family Members Participating in the Department of State Medical Program)*

- a. A new eligible family member may receive medical benefits for up to 90

days while obtaining a medical clearance decision. The employee is responsible for initiating the medical clearance process.

- c. Eligible family member(s) who are abroad without a medical clearance, post approval, or waiver are **not** authorized medical benefits.

16 FAM 219 MEDICAL EXAMINATION FOR SEPARATION

(CT:MED-8; 10-19-2009)

*(Uniform State/USAID/U.S. and Foreign Commercial Service/Foreign Agricultural Service/Animal and Plant Health Inspection Service/BBG)
(Applies to all U.S. Government Employees and Eligible Family Members Participating in the Department of State Medical Program)*

- a. All separating employees and/or eligible family members (EFMs) are authorized a separation medical examination. Separation for these purposes includes retirement, resignation, or administrative separation of an employee.
- b. Upon a death of an employee, the eligible family member(s) (EFM) will be authorized a separation physical examination.
- c. In the case of separation by retirement, resignation, or upon an EFM reaching age 21, the medical examination must be completed within 90 days after separation.