

Medical Condition and Medication Guidance

Medical conditions, medication and dietary supplements may impair your ability to safely perform your job duties. Some medications and supplements – taken alone or in combination – can cause serious side effects that may impair your safe job performance. These medications include both prescription and non-prescription (over-the-counter) drugs.

This guidance describes what you must do if/when you have a medical condition, or are taking medication and/or dietary supplements.

You can access this guidance and other helpful resources described below on the ERC [Click on **Employee Self Service**, then **Medical Information**] or www.nscorp.com/medical. If you do not have access to a computer, please call NS Health Services at 800-552-2306 for assistance.

- 1. You have responsibilities to help ensure your safety at work with respect to your medical conditions and your use of prescription and over-the counter medications, and dietary supplements. These responsibilities include:**
 - a. Stay off work (do not report to work or remain at work) if your ability to safely perform your duties is compromised by your medical condition, medication and/or dietary supplement.
 - b. Know and understand the potential adverse effects of any medication and dietary supplement you are taking.
 - i. Read the medication and dietary supplement labels. Pay particular attention to label warnings that indicate use may compromise the safe performance of your duties – such as “may cause drowsiness” or “do not take this medication while driving a vehicle or operating heavy equipment”.
 - ii. Comply with label recommendations if the over-the-counter (OTC) medication or dietary supplement label indicates that use may compromise the safe performance of your duties.
 - iii. If prescribed a medication, talk to your prescribing health care provider about potential side effects from the drug (when taken alone or in combination with other medication or dietary supplement) that may compromise your ability to work safely.
 - c. Talk to your treating healthcare provider if you question whether your medical condition may compromise your ability to work safely.
 - d. Provide to NS Health Services requested medical information to enable a determination of your fitness-for-duty. A fitness-for-duty evaluation determines your ability to perform safely your essential job functions with respect to your medical condition, medication and any reasonable accommodation. This includes your disclosure of medical conditions and medications during periodic medical evaluations required either by the company or by Federal regulation. A fitness-for-duty determination is based upon an individualized assessment of your specific situation.

- e. Comply with any work restriction(s) that your health care provider and/or Health Services have imposed on you with respect to your medical condition and/or medication, as well as any applicable regulatory medical standards.
- 2. If you are a safety-related employee,¹ yardmaster, crew hauler, or NS police officer, you also have the responsibility to:**
- a. Notify your treating healthcare provider(s) about the full extent of your duties.
 - b. Notify at least one of your healthcare providers of all your prescription and over-the-counter medication, and dietary supplements to help ensure that your use is consistent with the safe performance of your duties.
 - c. Notify NS Health Services if you have a **reportable medical condition or medical event** as outlined in Appendix A. Appendix A also includes a reporting form for your use. Appendix B provides Health Services contact information.
 - i. The list in Appendix A focuses on *some medical conditions and events that may compromise your mental functioning and result in sudden impairment*. This list is not all-inclusive and only serves as a starting point to guide you.
 - ii. If you question whether you have been diagnosed with a medical condition or had a medical event listed in Appendix A, *please provide the list to your treating health care provider, and ask him/her for assistance*.
 - d. Follow Health Services guidance for prescription medication described in **RX Med Form**. For answers to frequently asked questions about medication guidance, please refer to page 2 of the form.
- 3. Educational material about medication is available to help you actively manage the benefits and risks of your medication, read a drug label, talk with a pharmacist; select the right over-the-counter medication; understand drug interactions and drive safely if taking medication.**

¹ **A safety-related employee** is any agreement or non-agreement employee who: (1) is covered under the hours of service laws; or (2) inspects, installs, constructs, repairs, or maintains track, roadbed, bridges and signal and communication systems; or (3) inspects, repairs, or maintains locomotives, passenger cars or freight cars, or other on-track equipment when such equipment is in service that constitutes a train movement; or (4) determines that an on-track roadway maintenance machine or hi-rail vehicle can be used without repair of a non-complying condition; or (5) directly instructs, mentors, inspects, or tests, as a primary duty, any person while that other person is engaged in a safety-related task; or (6) is responsible for conducting periodic tests and inspections of safety-related employees.

Appendix A: Reportable Medical Conditions and Events

(For safety-related employees, yardmasters, crew haulers, and NS police officers)

Remember, your medical information is confidential. You should not reveal your medical information to any NS employee except NS Medical personnel.

REPORTABLE MEDICAL CONDITIONS AND EVENTS

This list highlights some medical conditions and events that may compromise your mental functioning and result in sudden, unsafe impairment. If you question whether you have been diagnosed with a medical condition or had a medical event listed below, please provide this list to your treating health care provider and ask for help.

This list is not all-inclusive. If you have questions or concerns about your medical condition/event and safe work performance, talk to your health care provider. Your NS Health Services case coordinator (please see Appendix B for contact information) is also available to help you.

A new diagnosis or change in a prior stable, medical condition, and/or a recent (within the prior 6 months) medical event for one of the following:

New diagnosis or change in prior stable, medical condition:

- Cardiac (heart) or cardiovascular condition:
 - Angina (heart-related chest pain or discomfort)
 - Heart attack
 - Cardiac arrest (heart suddenly stops beating) requiring cardio-pulmonary resuscitation (CPR) or use of a defibrillator
 - Serious Cardiac Arrhythmia (abnormal heart rate or rhythm) requiring medical treatment
 - Severe Hypertrophic or Dilated Cardiomyopathy (enlarged heart or heart failure)
 - Severe Aortic Valve Stenosis (heart valve problem)
- Neurologic (brain, spinal cord and nerves) condition:
 - Bleeding inside the skull (intracranial) or bleeding inside the brain (intracerebral)
 - Stroke or Transient Ischemic Attack
 - Seizure Disorder, such as Epilepsy, Complex Partial Seizure Disorder or Simple Partial Seizure Disorder
 - Sleep disorder, including obstructive sleep apnea, narcolepsy, or cataplexy

Recent (e.g., within the prior 6 months) medical event:

- Seizure of any kind
- Loss of consciousness or fainting (syncope) episode that:
 - occurred two or more times in the prior six months or
 - is due to a cardiac (heart), cardiovascular or neurological (brain and nerves) condition
- Severe hypoglycemic event (low blood sugar event requiring the assistance of another person and/or causing confusion, loss of consciousness or seizure)

Appendix B: How to notify Health Services about your reportable medical condition or event

(For safety-related employees, yardmasters, crew haulers, and NS police officers)

Remember, your medical information is confidential. When Health Services requests your medical information for a fitness-for-duty determination, you should not reveal your medical information to any NS employee except Health Services personnel.

1. The best way to notify Health Services is to use the information below. Please provide your full name and employee identification number. Describe your reportable medical condition and/or medical event (including the date of your diagnosis, date your condition changed, or date you experienced the event).

Health Services phone: 800-552-2306

Health Services Fax:

Last Name	Fax Number
(A-G)	757-667-1369
(H-M)	757-823-5880
(N-T)	757-668-1368
(U-Z)	757-823-5771

Health Services email: notifyhealthservices@nscorp.com

2. You also can use the **Medical Condition and Medical Event Reporting Form** to provide this information to Health Services. Please complete and fax the form directly to appropriate fax number (listed above).



Medical Condition and Medical Event Reporting Form

Last Name Fax
(A-G) 757-667-1369
(H-M) 757-823-5880
(N-T) 757-668-1368
(U-Z) 757-823-5771

For safety-related employees, yardmasters, crew haulers or NS police officers – please complete this form and provide the completed form directly to Norfolk Southern Health Services.

EMPLOYEE INFORMATION

Name (Print) Last _____ First _____ Middle Initial _____
Home Address _____ City _____ State _____ Zip _____
Phone No: Work _____ Home _____ Cell _____
Employee ID No. _____ Date of Birth: / / Job title: _____ Employee's
preferred method of contact: (check one) _____ Email* _____ Phone _____ Either email or phone
*If email preferred, employee's email: _____

SUPERVISOR INFORMATION

Supervisor's Name _____ Title _____ Department _____
Supervisor's Phone No.: _____ Location (City/State): _____

TO: NSHS

SUBJECT: REPORTABLE MEDICAL CONDITION OR MEDICAL EVENT

Please describe your new medical condition (diagnosis), change in your prior stable condition, and/or your recent (within the prior 6 months) medical event. Please note the date you were diagnosed, date your condition changed and/or date you experienced the event.

DATE FORM COMPLETED: _____