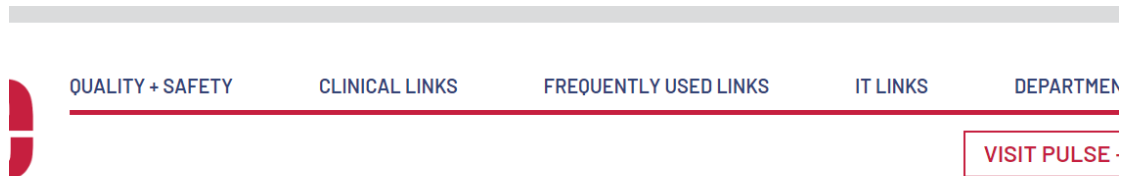


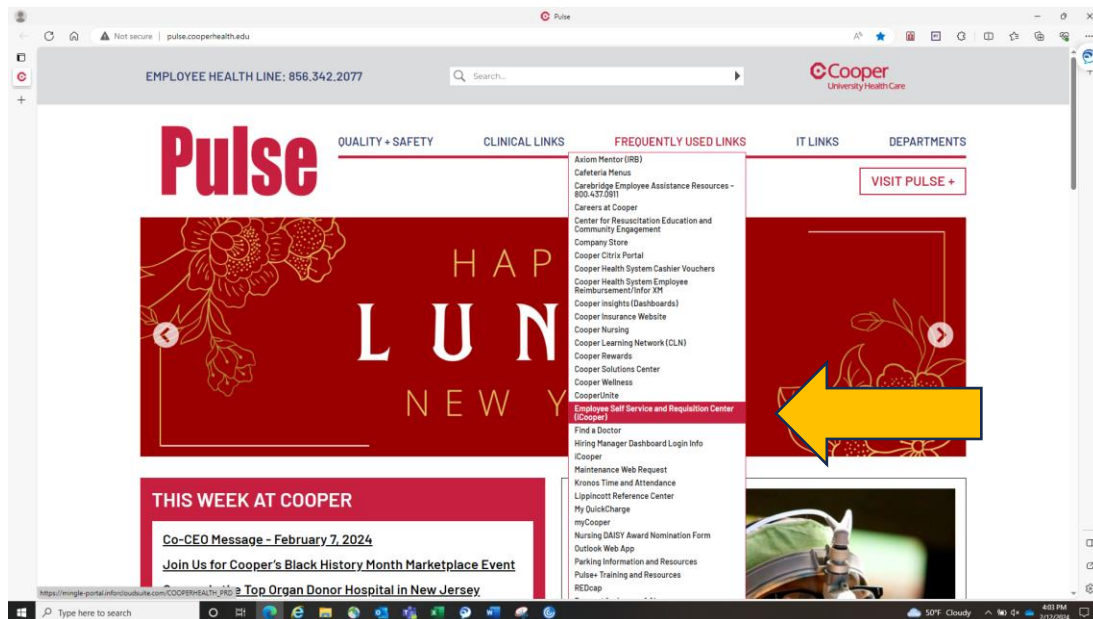
iCooper – Employee Health Information

Please see below for instructions on how Cooper team members can track compliance and review immunization records associated with Employee Health.

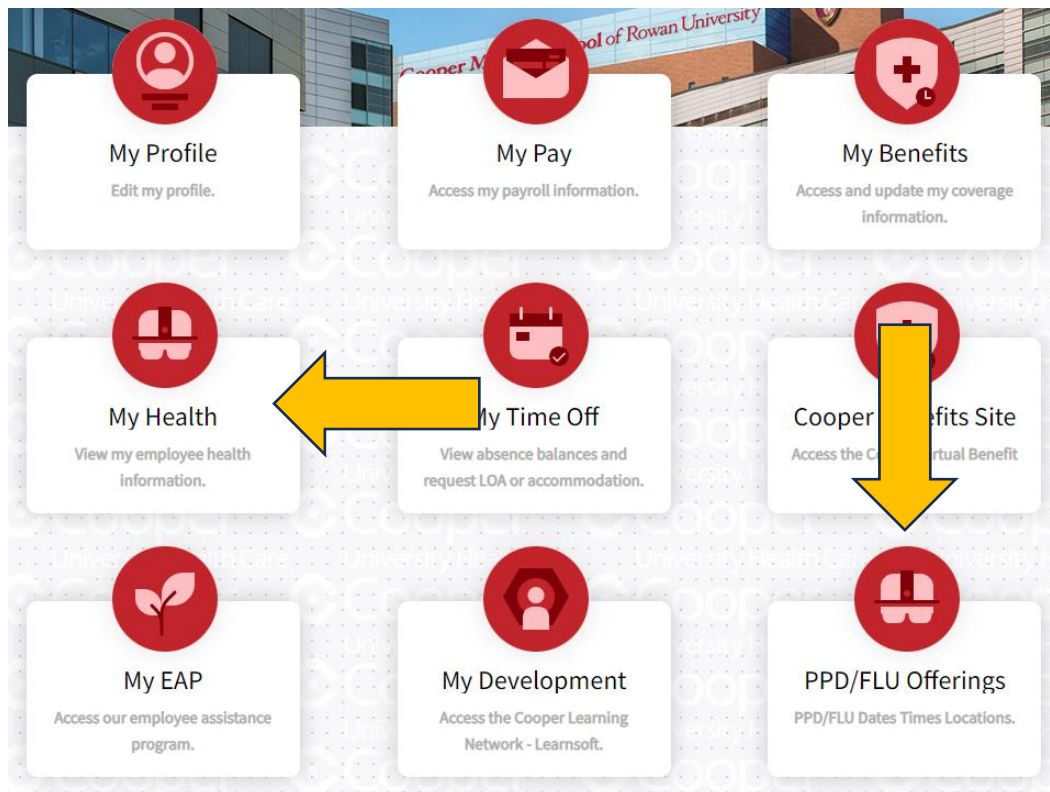
1. To begin, visit the Cooper Pulse homepage. Select the Frequently Used Links tab.



2. Once selected, follow the list of programs, and select the Employee Self Service and Requisition Center (iCooper)



3. Once opened, this will lead you to the Cooper Team Member homepage. From this point, you will be able to navigate between the tabs for Payroll, Benefits, and other options, including the navigation tabs for Employee Health. (Note: The arrows below point specifically to the Employee Health functions). Double click to open tabs.
4. The PPD/FLU Offerings widget will take you to a listing of dates, times, and locations to meet with Employee Health to complete the necessary testing.




My Health Widget:

1. Once selected, this tab will direct you to your Health Profile that is maintained by Employee Health. You will see the most current listings for your flu vaccine, respirator fit testing, and PPD screenings (or PPD placement).

Health Components →

Assigned Date Due Date ▼ Completion Date




No Health Components

Health Records →

	Completi...	Expira...
Fit Test Status: Completed Outcome: Pass	2/23/2023	
Flu Vaccine Status: Completed Outcome: Completed Lot Number: UT8109NA	9/21/2023	
PPD Annual Screening Status: Completed Outcome: Pass	1/31/2024	

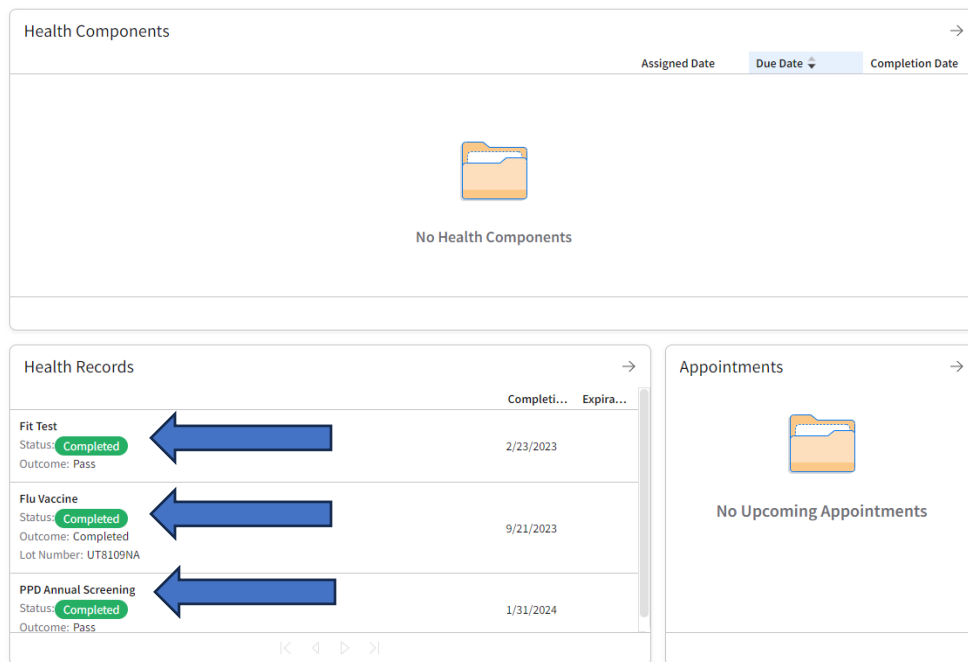
< << >> >

Appointments →



No Upcoming Appointments

- Once the above screen has been opened, you can view the dates that your compliance was completed. If you need to review more details within those tabs (i.e. which mask size you have been fitted for, or the lot information for the flu vaccine or PPD), double click on the test.



Health Components

Assigned Date Due Date Completion Date

No Health Components

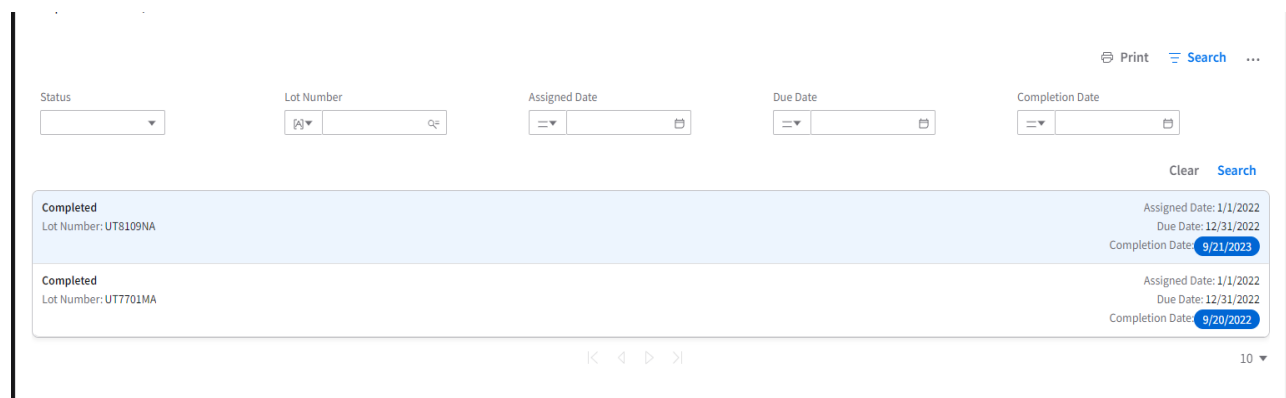
Health Records

Test Name	Status	Outcome	Assigned Date	Due Date	Completion Date
Fit Test	Completed	Pass		2/23/2023	
Flu Vaccine	Completed	Completed		9/21/2023	
PPD Annual Screening	Completed	Pass		1/31/2024	

Appointments

No Upcoming Appointments

A: Flu Tab: Once selected, this will direct you to the information you are searching for. In this screen, you will be able to print the records.



Print Search

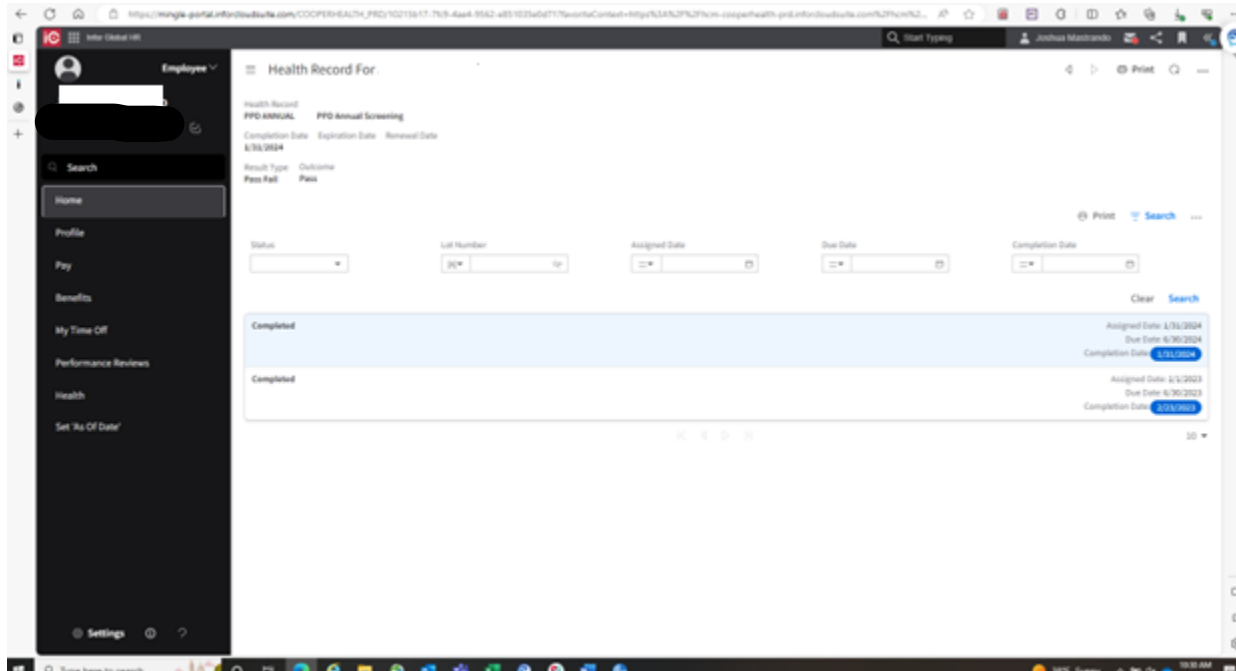
Status Lot Number Assigned Date Due Date Completion Date

Completed
Lot Number: UT8109NA
Assigned Date: 1/1/2022
Due Date: 12/31/2022
Completion Date: 9/21/2023

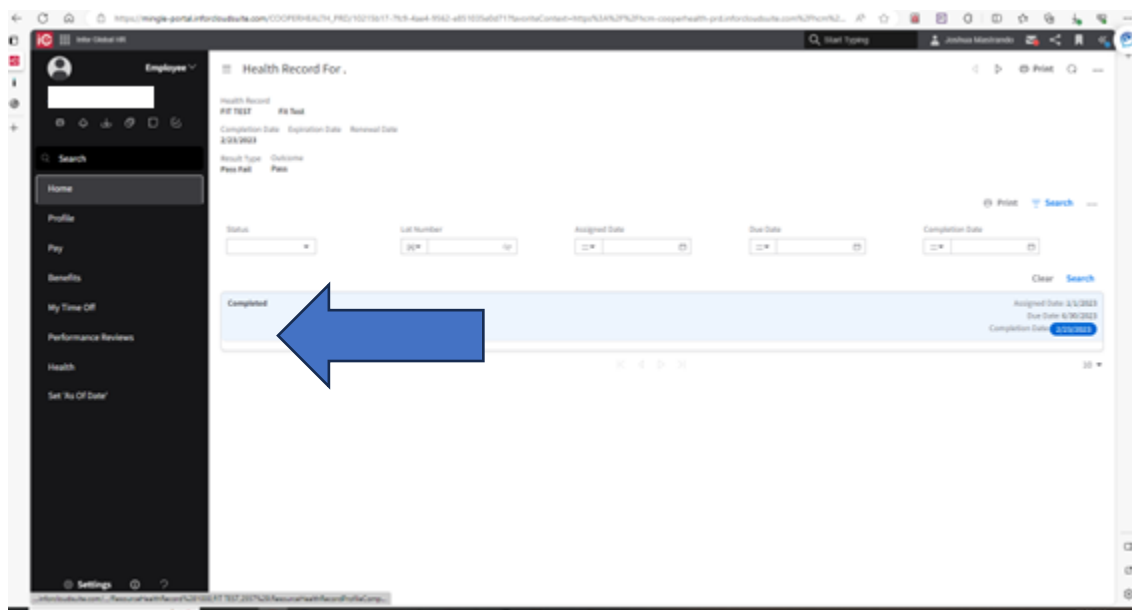
Completed
Lot Number: UT7701MA
Assigned Date: 1/1/2022
Due Date: 12/31/2022
Completion Date: 9/20/2022

10

B: PPD Screening/Placement: In this screen, you will be able to review the PPD screening information and see if you received a tuberculin skin test/PPD placement.



C: Fit Testing: In this screen, you will be able to review your fit testing results. Confirm you are on the most recent fit test listed.



Select the ellipsis next to the Search in the screenshot below. Select the drop down for Options, then choose View Audit Log.

Health Record For Print Search ...

Health Record
FIT TEST Fit Test
 Completion Date Expiration Date Renewal Date
 3/12/2024
 Result Type Outcome
 Pass Fail Pass

Status Lot Number Assigned Date Due Date Completion Date

Completed

Completed

Completed

Print To PDF
 Export To CSV
 Create Report
 Related Reports
 View Audit Log
 View Full Audit Log

Sort
 Open
 Change Clinician
 Options
 Drill Around*

Assigned Date: 1/1/2024
 Due Date: 1/31/2024
 Expiration Date: 12/31/2023

Assigned Date: 1/1/2023
 Due Date: 6/30/2023
 Completion Date: 1/24/2023

Once you have selected the View Audit Log, you will be brought to the next screen. You will need to use the slider bar at the bottom of the screen to move to the far right. This will bring you to the mask brand and size for which you have been fitted.

Audit Log for 'Resource Health Component'

Compare Sort Up

<input type="checkbox"/>	Period	Time	Effective Date	Effective Time Zone	Actor	Action	Reason	Comment	Subject	Authenticated Actor
<input type="checkbox"/>	Current	3/13/2024 2:41:50 PM								
<input type="checkbox"/>	Past	3/13/2024 2:29:18 PM	3/13/2024		137614	CompleteComponent	ANNUAL SCREENING		HCMOccupationalHealth	137614
<input type="checkbox"/>	Past	3/13/2024 2:28:25 PM	3/13/2024		137614	Create	ANNUAL SCREENING		HCMOccupationalHealth	137614

