

**Information Concerning Medical Assessment of Guests
(Interns, Clinical Observers, Guest Physicians)
of the Deutsches Herzzentrum Berlin**

Dear sir or madam,

You will soon be coming to the Deutsches Herzzentrum Berlin (DHZB) as an intern, clinical observer or guest physician or in another capacity. **Before you may take up this position**, you must provide the documents listed below, which should be submitted to us **at least 4 weeks** before your activity here is due to begin.

1. For all positions:

Medical certificate issued by your general practitioner or treating physician assessing your medical suitability (see the attached form) or a medical clearance certificate issued by an occupational health physician (“Betriebsarzt”)

2. For positions involving contact with patients and/or with blood, body fluids and excretions, in addition the results of the following laboratory tests:

- Hepatitis B markers: anti-HBc, anti-HBs in u/l, HBs antigen
- Hepatitis C marker: anti-HCV
- Measles antibodies or proof of inoculation.

3. For positions involving contact with children, in addition:

- Hepatitis A antibodies or proof of inoculation
- Mumps antibodies or proof of inoculation
- Rubella (German measles) antibodies or proof of inoculation
- Chicken pox antibodies or proof of inoculation

Only if your stay will last **no longer than 1 month** and you will have **no contact with patients** is a medical certificate not necessary.

The cost of the examinations will not be covered by the DHZB.

Please hand in the documents necessary for your medical assessment in a separate, closed envelope marked “Gesundheitsunterlagen” (Medical Documents) to the secretary of the **Personnel Department, Administrative Building (Verwaltungsgebäude), Ostring 2, 1st floor, Tel. 4593-1240**. These documents will be forwarded unopened to the Occupational Health Center, where they will be assigned to a physician who will evaluate your medical suitability.

**For further information please contact the Occupational Health Center at
Tel. (030) 4593-1226 (Mrs. Katt)**