

The NIEHS Environmental Factor

JANUARY / FEBRUARY 1984, NIEHS FIFTEENTH ANNIVERSARY ISSUE

STORE OPENS ON MALL



SELF SERVICE STORE GRAND OPENING -- The NIEHS Self Service Store opened on the Module C Mall recently to a record day of sales and excitement throughout Building 101. Gathered for the opening are, left to right, Pamela Ross, Robert Oakley, Velvet McFarland, Louis Cozart, Eric Sellars, Cindy Garrard, Diane Rice, Dennis Taylor, Syvester Holder, Ernest Chapman, Robert Cullen, and Deputy Director Dr. Robert A. Goyer. See also the picture story on page 14.

HAPPY BIRTHDAY, NIEHS

Fifteen years ago this month (January 12, 1969) the Division of Environmental Health Sciences of the National Institutes of Health was elevated to Institute level to become the National Institute of Environmental Health Sciences. The occasion was observed by a ceremony at the National Library of Medicine, with the Secretary of Health, Education, and Welfare as the featured speaker.

This issue of The Environmental Factor is devoted to commemorating this landmark in NIEHS history, our

fifteenth birthday, and to observe as well the completion of the move into the buildings on South Campus, which is already established as one of the major events in the history of the Institute.

It cannot be emphasized too strongly that, though specific work groups and individuals have been mentioned in articles on the move, the fifteenth birthday and the accomplishment represented by the move reflect on all employees' efforts. Happy Birthday, NIEHS!

FIFTEENTH ANNIVERSARY REFLECTIONS

It's difficult for new employees at the Institute to imagine the early days at NIEHS such a short time ago in terms of time, but so very different from now. The entire staff in North Carolina was originally located in one leased office. Even when more employees were hired and more buildings were needed on at least one occasion grazing sheep had to be herded off the campus. Empty lab buildings under construction were used for lunchtime square dance sessions by some employees.

The Research Triangle Park certainly showed promise, but it was a much more tentative success than it is today. Indeed, new government agencies located in the Park were a novelty and something of a nobel experiment.

Even as recently as five or six years ago, commuting to the Park had the aspect of a drive in the country -- lots of greenery, not many buildings, and little traffic at any hours.

Two conclusions may be drawn from these observations. One is that the Institute has been a part of a dual success story -- as a part of Research Triangle Park, and as an agency in its own right, growing and developing within the NIH and the overall federal health research structure. The other conclusion is that change, while it does not always denote progress, does always occur. We may be sure that fifteen years from today, the Institute and its surroundings will be as different from today as they are from fifteen years ago. The challenge for us all is to strive to make the next fifteen years as productive and successful as the past fifteen.

NIEHS BUDGET UP

The budget for the Department of Health and Human Services for FY 1984 has been passed by Congress with \$179,806,000 allocated for NIEHS. This represents a substantial increase over the FY 1983 figure of \$164,867,000. The text of a House version of the appropriation bill pointed out: A broad range of basic and applied research is essential to the early identification of emerging environmental health problems. This capability has helped alert us to the health dangers from exposure to asbestos, diethylstilbestrol, bis(chloromethyl) ether and other environmental agents and has provided the information necessary to minimize future exposures. NIEHS is a critical national resource for dealing with the wide ranging and frequently unanticipated public health consequences of rapid technological development."

The NIEHS Environmental Factor is published periodically as a communication service to employees by the National Institute of Environmental Health Sciences in Research Triangle Park, North Carolina. Written, edited and produced with executive approval by the NIEHS Information Office, Room A-202, P. O. Box 12233, RTP, N.C. 27709, telephone FTS 8-629-3345, (919) 541-3345.

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NIEHS is one of the National Institutes of Health within the Public Health Service and the U.S. Department of Health and Human Services.

MOVE EFFORT WINS PRAISE

DR. GOYER THANKS EMPLOYEES FOR ASSISTANCE WITH MOVE

Dr. Robert A. Goyer, NIEHS Deputy Director, said that the successful occupancy of South Campus over the past several years was the product of intense planning, attention to detail, and full cooperation by all parties involved. Dr. Goyer headed the Management Project Team that coordinated thousands of move details. Paul Waugaman, the executive officer, and Wally Jarboe of Duke University, an expert consultant, prepared the detailed occupancy plan for the move. The plan was contained in a thick loose-leaf binder called the NIEHS Logistics Plan for Occupancy and Operation and served as the "move bible," spelling out organization and task assignments for the move. A Management Steering Committee made up of the Institute Director, the Deputy Director, Executive Officer, and Program leaders organized the plans and made the decisions relating to the moves to Building 101 and related moves.

IMPLEMENTING THE PLANS

"It was good to have all that information and thinking on paper," Dr. Goyer said, "but the key ingredient was the people who followed through and made it all happen. Cooperation was phenomenal." He pointed out that the move got a great deal of notice at first, but it soon became such a routine that it took place almost unnoticed by those in both the new and old laboratory locations.

Implementing the Plan was the Occupancy Project Team made up of Bob Cullen; Ernest Chapman; Bill Johnston; Tim Wright; Elizabeth Ford; Tom Clemmer; Hugh Lee; Chris Hunt; Dr. Philip Hamrick; Al Wade; Dr. Robert Goyer; and Janet Riley. The Occupancy Project Team developed and updated the overall logistics plan which set goals, established tasks, set priorities, devised timetables,

and coordinated the various task forces.

THE PEOPLE IN THE TRENCHES

The people "in the trenches" during the move were the chairpersons of the Organizational Task Forces and the members of the Task Forces, who developed plans and prepared new operational procedures related to the moves. Some people chaired more than one of the 13 established Task Forces.

Lucille Reaves, OAM, chaired the Transportation-Telecommunications, Reproductive Services, and Mail Task Forces. Her people hired the movers, scheduled moves, coordinated installation of telephones, provided continuous duplicating services and mail service to new and old locations throughout the Institute. "Lucille Reaves in OAM really turned a task into an art, in terms of getting all the diverse groups involved in the move working together. Everyone relied on Ms. Reaves, and she made an untiring effort," Dr. Goyer said.

OFFICE OF FACILITIES ENGINEERING

The Office of Facilities Engineering, with overall responsibility for the building and services, did extraordinary work in readying for the move and assisting in every way possible. Earl Cook, OFE, chaired three of the Task Forces: Alterations and Modifications; Building Operation, Maintenance and Security; and Housekeeping and Waste Disposal. These Task Forces provided alterations and modifications to the new and newly-vacated laboratories and offices, made sure there was adequate security for people and property, and oversaw housekeeping and waste disposal. Also, they provided upkeep and utilities in all Institute facilities as the moves were accomplished. "Mr. Cook's Task Force on Alterations and Modifications had an especially

MOVE WINS PRAISE (CONTINUED)

demanding job," Dr. Goyer said. "Their planning and careful scheduling prevented any delays in the move, as areas were prepared for new occupants. Tami Barreto also did an outstanding job on administrative details."

(See all OFE story, below)

GOOD COMMUNICATION

Dr. Goyer also pointed out that the Institute was fortunate to have good counsel early in the move. Mr. Jarboe engineered a similar move at the Duke University Hospital. "One of the major points Mr. Jarboe made was that communication was critically important," Dr. Goyer said. "And our own Information Officer, Hugh Lee, headed the Communication Task Force." Early in the planning process a general information meeting was held to inform all employees about moves, backfill moves, schedules, and timetables. Special communications vehicles were developed. A spot bulletin, A Moving Experience, was produced on a quick turn-around, to address particular problems, answer specific questions, and supplant rumors with authentic information. The Environmental Factor, the Institute's information sheet, devoted whole issues to move plans, changes in campus services, timetables, and other information on the moves. After laboratories and offices occupied the new building, the booklet Service Notes offered a concise guide to services, locations, and schedules at South Campus. A telephone extension was assigned as the "move hotline" where anyone could call for the latest information on any phase of the move. "All-in-all, it was a very effective communication campaign," Dr. Goyer said.

TAPE AND BOXES

Any move would be no move without boxes, tape, and other packing material. All this was provided through the efforts of Ernest Chapman and his Material Management Task

Force. New items for use in the labs and offices were the responsibility of Bill Johnston and the Procurement Task Force, while Tom Clemmer and his group handled the Computing Task Force that executed its move of computer hardware and accompanying software with almost no down time.

Dr. Goyer also mentioned BRAP's Dr. Richard Everson, Dr. Joyce Golstein with TRTP, and Dr. Phillip Albrow with IRP. During the planning stages these people served as coordinators to anticipate the specialized needs of each program area, Dr. Goyer noted.

COMPARATIVE MEDICINE BRANCH

In the Comparative Medicine Branch, Dr. Conrad Richter did extensive planning, building on good early groundwork done by his predecessor, Dr. Alfred Edward. Dr. Goyer commented. Supervisors including Juanita Davis, Helen Sanders, and Paul Ross in CMB have worked innovatively to assure that their people would be ready for operation of the new facilities. Transfer of services has been accomplished with few interruptions.

SAFETY AND FOOD SERVICE

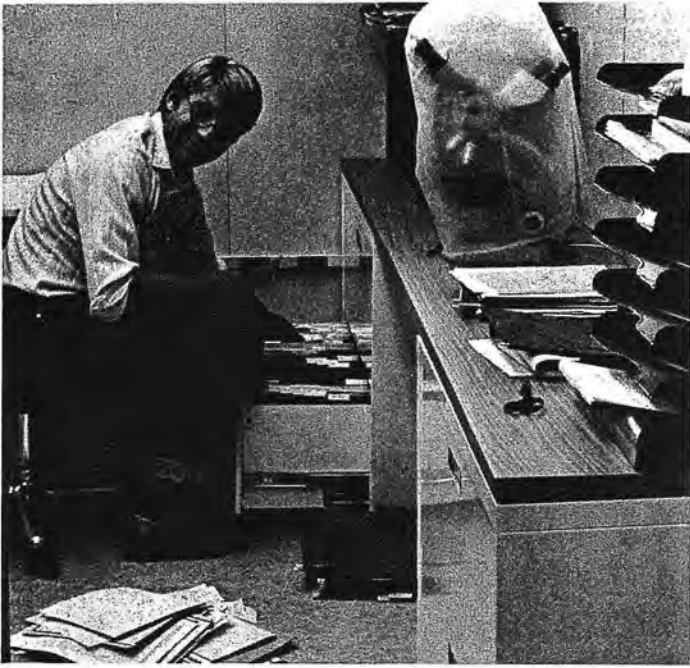
While the move was in progress, the Safety Task Force under Dr. John Dement kept all participants in the move alert to matters of safety, and no significant injuries occurred.

Food Service start-up in Building 101 was effected by the Food Service Task Force under George Earle, but even before the cafeteria contract was initiated, microwave ovens helped provide employees a means to heat food for lunch. These microwaves are still popular with brown-baggers.

MOVE EFFORTS WIDESPREAD

"I would hate to leave the impression that only the people we

(continued page 6)



MOVE MONTAGE



KING'S BIRTHDAY OBSERVED

Congress has voted to make the January 15th birthday of Rev. Dr. Martin Luther King, Jr., a Federal holiday beginning in 1986. This year, the Public Health Service Commemorative Committee held its tenth annual commemoration for Dr. King, January 13 in the Parklawn Building in Washington, D.C. Assistant Secretary for Health Edward N. Brandt, Jr., M.D., said that the PHS observance focussed on Dr. King's "leadership in improving the health and welfare of people throughout the United States and the world regardless of race, sex, religion, color, national origin, handicap, or age."

MOVE (CONTINUED)

have room to mention contributed to this move effort," Dr. Goyer said. "The majority of employees at the Institute worked hard to make the move a success, and made substantial investments of time and energy in making sure that we moved in the best most efficient way possible. It is to all of these people that the Institute extends its thanks. Dr. Rall and I have been continually impressed with the energy and imagination used in getting this job done and done right. On behalf of the Institute, I commend and thank all of you."

MS. WICKER CAFETERIA PROJECT OFFICER

Arneta Wicker, OAM, has been appointed the Project Officer for the cafeteria at NIEHS, and will also serve as the chairperson of the Cafeteria Committee at the Institute. George Earle, OAM, who has served as the Project Officer until Ms. Wicker's appointment, noted that favorable or critical comments on the cafeteria may be conveyed directly to Canteen Cafeteria Manager Mary Weaver. General comments or specific questions may be relayed to Ms. Wicker at 4661.

FROM PERSONNEL...

APPOINTMENTS, SEPARATIONS, AND PROMOTIONS

Appointments and separations for fulltime permanent, and all Institute promotions, for December:
Appointments, Po Chuen Chan, CTEB; Robert E. London, LMB; Phyllis W. McClain, OD; Susan D. Watkins, EB; and Mary P. Smith, LPFT.
Separations, Sharon R. Nouchi, OD; Angela E. Lane, EGSS; Mary Anne Yearly, OAM; Bonnie O. Davis, PRB; and Mary A. Miller, OPPE.
Promotions, Sandra L. Dutton, STB; Jeffrey T. Sharp, LBNT; Denise D. Crawford, SBB; Valeria Shropshire, OD; Jill E. Shirley, LPFT; and Kay S. Moore, SBB.

OFE MOVE EFFORT CITED

DR. GOYER COMMENDS MOVE EFFORTS OF OFE

The Office of Facilities Engineering has responsibility for modification, upkeep, repair, and operation of the NIEHS buildings and other support facilities and services. In taking over these duties from the construction contractors OFE personnel played a most important role in the occupancy of South Campus. "Each group within OFE exhibited excellent adaptability and imagination in assisting with the move and making our 'shakedown cruise' a success," Dr. Goyer noted. He said that because the OFE people were among the first to move to South Campus, they were able to learn the building systems and construction design even before the building was completed, long before any other employees had occupied work spaces.

"OFE itself had the task of relocating many of its people, its equipment and shops, as well as learning the placement and operation of all of the equipment in the new buildings. All OFE people gave an extra effort to the move and made it possible to have trouble-free moves for all those who followed them to South Campus," Dr. Goyer said.

Dr. Goyer noted that the Office of the Chief, OFE, and the Administrative Office handled organizational aspects and coordination of the move. The Instrumentation and Arts, and the Resource Management groups handled the relocation without a hitch, settling into their new quarters without a break in services. Special demands made on the Engineering Design Section, involving modifications of spaces, were met with skill and promptness.

"The Facilities Operations Unit met the challenge of putting boilers

and chillers on line with great professional knowhow," Dr. Goyer said. "People who have never been involved with the opening of a large new facility can't even begin to realize the work that is required. Moving into a brand new house is a picnic in the shade by comparison."

Dr. Goyer commended the efforts of the Facilities Maintenance and Repair Units, the Electrical Shop, the Carpentry Shop, and the Mechanical Unit. "These people did most of the work in setting up the office dividers throughout the A and B Administrative modules, as well as extensive electrical and plumbing work as required. There are always situations you can't anticipate, and that sometimes means rearranging and postponing personal plans to get the job done. All the OFE people have shown a truly commendable willingness to be ready and able when the situation required it."

Dr. Goyer commented that no one at the Institute can take the work of the Office of Facilities Engineering for granted. "In a sense, the better the job they do, the less the average person thinks about it. After all, when the building is at a comfortable temperature, and all of the services and utilities are working, no one thinks that is unusual. That's the point. It takes the continual effort of our highly skilled people to make this possible. OFE really did an exceptional job during the move phase, and we continue to rely on them for their excellent work performance."

CIIT CONFERENCE

CIIT will hold the Seventh Conference on Toxicology, "Toxicology of the Nasal Passages," February 22 and 23 at the Marriott Hotel in Raleigh. To register, call Mrs. Ann McCarthy, 541-2070.

NEW OFE CHIEF

John A. Vilgos, who commuted from NIH in Bethesda, Md., as an interim Chief of the Office of Facilities Engineering, has finished his stint with NIEHS and has returned to his permanent duty station. Dr. Robert A. Goyer, NIEHS Deputy Director, has announced that Earl Cook of OFE has assumed duties as acting Chief until a permanent Chief can be appointed. Mr. Cook has twice before served as Acting Chief, once after the retirement of Lee R. Vaughn, in 1978, and again after the departure of former OFE Chief Alan Thompson, in 1981. The Office of Facilities Engineering has overall responsibilities for operation and maintenance of the buildings and grounds of NIEHS as well as a diversity of support services.

NEW WALKWAY BUILT

An elevated, paved walkway with handrails is being built between the Building 101 employee parking lot, to provide a shorter walk for employees who work in Modules D and E. The original sidewalk between the parking lot and Building 101 approaches Module B, and employees working at the other end of the building had begun to wear a footpath cross-country, rather than take the longer route on the current paved walk. "This new walkway will be a part of our campus beautification program once it's complete," Darrell Boyd of OFE.

N.C.-S.O.T. MEETS HERE

The North Carolina Chapter of the Society of Toxicology will be held February 4, from 8:30 a.m. until 5 p.m. in the Conference Center at Building 101. Preregistration is required; call 541-2070. Awards will be presented to the best five poster session presentations. Entries must be preregistered.

1984 FEDERAL HOLIDAYS

The remaining Federal Holidays for 1984 are Washington's Birthday, February 20; Memorial Day, May 28; Independence Day, July 4; Labor Day, September 3; Columbus Day, October 8; Veteran's Day, November 12; Thanksgiving Day, November 22; and Christmas, December 25. January 1, 1985, is also a Federal Holiday. In addition, full-time workers with 15 or more years of service earn 26 days of annual leave a year, and those with more than 3 years but less than 15 earn 20 days a year. Fulltime workers also earn 13 days of sick leave a year that can be accumulated and used toward retirement. Part-timers with 15 or more years of service earn one hour of leave for each 10 hours of work, and one hour of sick leave for each 20 hours.

CARDS USED IN COPIERS

Those of you who photocopy articles at the UNC Health Sciences Library should know that UNC has installed "Vendacard" devices on their copying machines, which use a card similar to a credit card. This system replaces the auditron system. The NIEHS Library has purchased a supply of these Vendacards in \$5 denominations (for 105 copies) for NIEHS use. You may borrow a Vendacard for 24 hours by coming by the NIEHS Library and signing for one. You must come in person; Stay-In-School students will not be allowed to sign out these cards. For more information contact the Library (x3426).

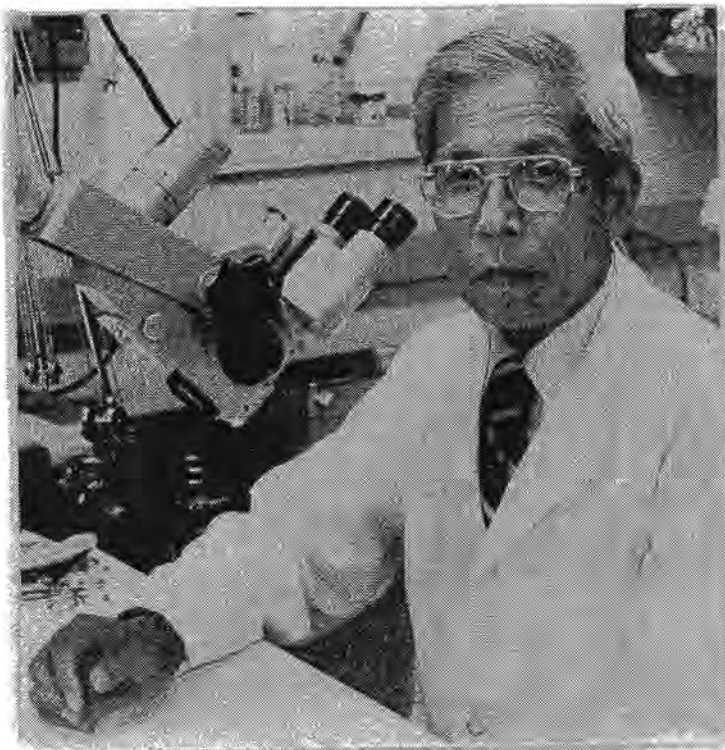
The old auditron procedure remains in effect at the Duke Medical Library, and free copying is still available at EPA. For procedures at other area libraries, consult the NIEHS Library.

DR. KONISHI HONORED

Teruzo Konishi, M.D., Ph.D., LBNT, has been recognized recently by two separate scientific societies for his research accomplishments. He has been selected a Fellow of the Acoustical Society of America, and he has been selected also to receive the Award of Merit as the guest of honor at the January meeting of the Association for Research in Otolaryngology (the study of the organs of hearing and speech), in Tampa, Florida. Dr. Konishi is an internationally recognized investigator of the mechanisms of the ear, the electronic and chemical functions of the normal ear and the effects of environmental factors such as noise and toxic drugs on the hearing apparatus.

Fellows of the Acoustical Society of America are elected by the Society's Executive Council in recognition of conspicuous service and notable contributions to the advancement of knowledge in the field of acoustics. The Society has an international membership of more than 5,000 professionals in research and applied acoustical technology. Dr. Konishi has been a continuing contributor of research articles to The Journal of the Acoustical Society of America.

The Association for Research in Otolaryngology also has an international membership. Founded in 1978, the Association selects one researcher each year to receive The Award of Merit for scientific investigations. Until now, those receiving the award have held either the M.D., or the Ph.D. degree; Dr. Konishi is the first to hold both degrees, which were conferred by Kyoto Prefectural Medical College in Kyoto, Japan. Dr. Konishi joined the National Institute of Environmental Health Sciences (NIEHS) in 1973.



DR. KONISHI

DR. SHAPIRO ON TASK FORCE

Dr. Raymond E. Shapiro, Assistant Director of Toxicology Coordination, has been designated by the Director as NIEHS' representative on the 10-member Asbestos Hazards School Safety Task Force. The Task Force compiles and distributes information to State and local education agencies about the safety and health standards of asbestos and ways to contain, remove and replace the materials with suitable building substances. It also advises the Secretary of Education about guidelines and procedures for identifying schools with unhealthy asbestos levels and for ensuring that corrective actions are taken.

NIEHS NEWS NOTES

BOOK PUBLICATIONS FROM TRTP

AUTHORS. Dr. C. W. Jameson and Dr. Douglas B. Walters are the authors of two new books from Butterworth Publishers in Stoneham, Massachusetts. The titles are Chemistry Toxicity Testing and Health and Safety for Toxicity Testing. Dr. Jameson is Head of the Chemistry Section, TRTP, and Dr. Walters is Head of the Chemical Health and Safety Section, TRTP. Both books are now available at a pre-publication price and are scheduled to be issued in March.

MERIT PAY WORKERS GET FULL RAISE.

Despite recent legislation that provides only half of the cost-of-living raise for merit pay workers--with supplemental bonuses granted on a merit basis--Federal employees who fall within the merit pay system will receive the full 3.5 percent government pay raise this month, according to Mike Causey at the Washington Post.

FREE PHYSICAL EXAMS. Each year the Institute is able to offer a limited number of physical exams to employees as a part of its health maintenance program through the NIEHS Health and Safety Office. If you are interested in having a physical, contact the Health and Safety Office at 7933.

NEW NIADDK DEPUTY DIRECTOR.

Lester B. Salans, M.D., Director of the National Institute of Arthritis, Diabetes, and Digestive and Kidney Diseases, one of our sister Institutes in Bethesda, Maryland, has named Pierre F. Renault, M.D., the Institute's Deputy Director.

DR. RALL SPEAKS TO GRANTS

ASSOCIATES. NIEHS Director David P. Rall, M.D., Ph.D., spoke to the NIH Grants Associates on NIEHS and its

mission, January 16 at NIH in Bethesda, Maryland. The Grants Associates are academic professionals representing institutions that may be underrepresented in the research grant application process; the Grants Associates spend time at NIH learning about its programs and research missions.

ELEVATOR UPS AND DOWNS.

The elevators in Building 101 will be out of service from time to time, but only one at a time so they can meet N.C. codes. The equipment was originally installed to meet all requirements for Federal facilities, but the Institute has decided to modify the elevator system to meet the North Carolina code so the lifts will then be eligible for periodic inspection and approval. Bear with us while the elevators are being worked on to insure safe, smooth riding for years to come.

NEW CDC CHIEF.

Dr. James O. Mason, executive director of the Utah Department of Health, has been named the new Director of the Centers for Disease Control in Atlanta. He succeeds Dr. William Foege, who has stepped down as Director but continues on the research staff.

WISHING WELL

Dr. Teruzo Konishi, LBNT, and Christine Chastain, Library, are recovering from surgery, and Colette Malone, OAM, has been out ill. Factor wishes them speedy recovery. Welcome back to Robert Pennington, OAM, Carolyn Doyle, Library, and Dr. Terri Damstra, OD, who were out ill. Factor extends condolences to Dr. Thomas Goehl, TRTP, and Dr. Takashi Yanagawa, BRAP, who recently lost their fathers, and to Paul Waugaman, OD, on the recent loss of his mother.

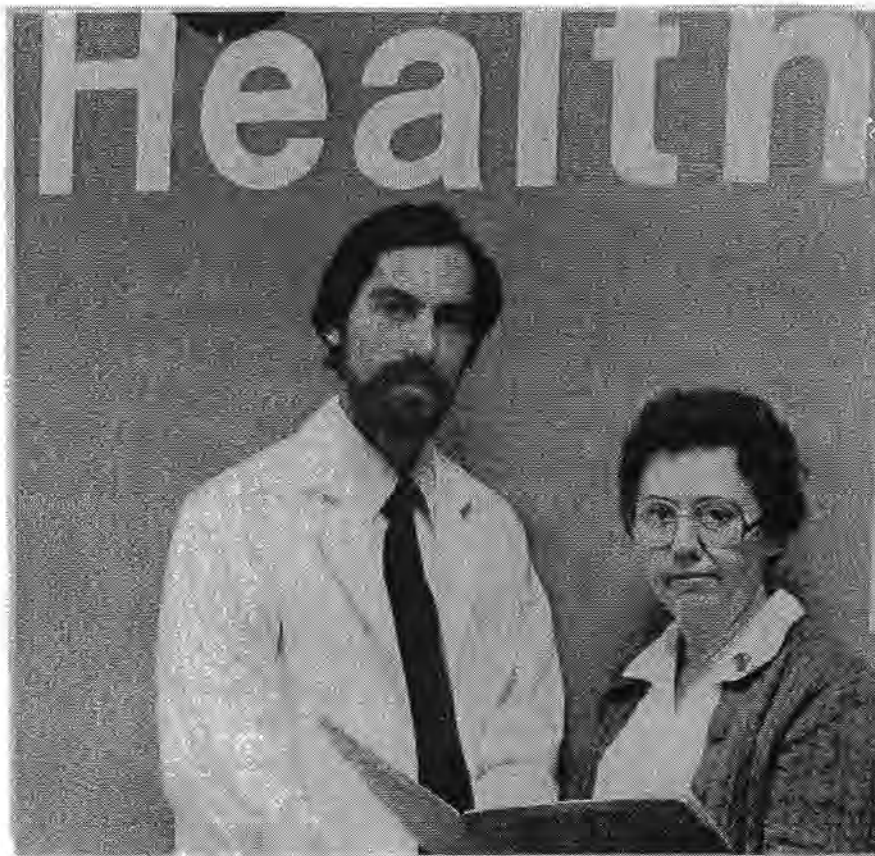
NIEHS HEALTH UNIT OPENS

The long awaited NIEHS Occupational Health Unit officially opened in Building 101, on the E Module Mall, on January 3. The Unit operated through a memorandum of agreement between NIEHS and the PHS, Division of Federal Employee Occupational Health is staffed by a full time registered nurse and an occupational health physician who is in the NIEHS unit a minimum of 8-hours per week on a scheduled basis.

The NIEHS Occupational Health Unit will provide NIEHS employees convenient access to a wide variety of occupational health programs. Among the various programs offered by the Unit are:

- Emergency Treatment - During working hours the Health Unit will provide emergency first aid treatments of injured employees. Arrangements will be made with local health care providers for treatment of injuries outside the capability of the Unit.
- Preventive Health Programs Screening and testing for detection of selected diseases or conditions such as high blood pressure, diabetes, visual defects, glaucoma, cancer, etc. will be offered periodically to all NIEHS employees.
- Immunizations - Selected immunizations, e.g., influenza and tetanus-diphtheria, will be provided through scheduled clinics.
- Health Promotion and Education - Various education and counseling activities to assess employees' health status and life style and to motivate the employee to improve his/her health status will be offered.

(Continued next page)



Dr. John Cromer and Betty Pickett, RN

NIEHS OCCUPATIONAL HEALTH SERVICES FACT SHEET

Health Unit Location

NIEHS, South Campus
Room E-111 (Mall Area)
Mail Drop: E1-02

Phone Numbers

Information - 4689
Emergency - 4867

Health Unit Personnel and Hours

Health Unit Nurse -
Betty Pickett, RN 8:00 - 4:30 M-F

Physician -
Dr. John Cromer 10:15-12:15 T, Th.
1:00-5:00 Wed.

Dr. Cromer is with the Duke
University Occupational Health
Service.

FWP TAX SEMINAR

Do you have questions about preparing your 1983 Income Tax returns? Well, who doesn't? The NIEHS Federal Women's Program will sponsor a seminar on income tax preparation given by Ms. Sarah Simpson of Executive Services, February 7, noon to 1 p.m., in the Building 101 Conference Center. In order to make the best use of time, FWP Manager Connie Williams will collect questions for Ms. Simpson in advance of the seminar, and these may be submitted to the Equal Employment Opportunity Office, Mail Drop 1-02, or placed in the EEO suggestion boxes in the cafeterias.

Ms. Williams is also interested in hearing from employees who would like to become involved in the Federal Women's Program, as committee members, officers, or volunteers. If you are interested, contact her at 2475.

HANDICAPPED PARKING

A number of parking places in front of Building 101 have been set aside for the exclusive use of people, who for health reasons, temporarily need to park close to the building. Applications for these parking spaces may be submitted in writing to Deputy Director Dr. Robert A. Goyer, and must be accompanied by a physician's slip indicating the need for the space and the duration of the special privilege.

No one else should use these spaces under any circumstances. An empty space may indicate that the person has gone to a doctor's appointment and will return. Whatever the reason, these spaces should not be used by others for short term or long term parking. Please assist in making these spaces available to those who need them.

HEALTH UNIT (CONTINUED)

- Treatments - Certain treatments, e.g., vitamins, allergens, etc. requested by the employee's private physician will be administered with the employee required to furnish the necessary medication.
- Occupational Health Surveillance Examinations - NIEHS employees with potential exposures to toxic substances are required to have an initial health examination at employment and a periodic examination at 12-18 month intervals. All examinations are given in the NIEHS Health Unit.
- Employee Health Maintenance Examinations - These are complete medical examinations similar in scope to the occupational health surveillance examinations. These are allocated on a voluntary basis to those employees not participating in the occupational health surveillance program.

All medical records in the Health Unit are maintained under the strictest confidence in accordance with the Privacy Act. Medical records are released only upon written permission of the employee.

Employees are encouraged to participate in the various programs offered by the Health Unit. However, it should be emphasized that these services are not a substitute for private medical care. Employees with conditions not related to work must seek private medical care.

ENVIRONMENTAL FACTOR WANTS YOU

(TO CALL IN NEWS ITEMS)

EX. 3345

BLOOD DONORS JUST WON'T QUIT

NIEHS blood donors have already reached 116 percent of their annual goal of 95 pints and with a deadline of February 15, 1984 are still pushing for an all-time record. The last regular blood donor day for the Institute was January 20, 1984. NIEHS is assigned the third Friday in each month as their blood donation day, but Institute employees can and do donate at any convenient time by arranging this with their supervisor. Usually administrative leave can be arranged for blood donation, and on blood day, the Institute can also provide transportation. Institute Blood Program Coordinator is Jeanne M. Clark, extension 4318.

REGION GOES DIRECT DIAL

All of GSA's Region 4 states -- most of the Dixie -- can now be reached by direct dial, that is, the access code 8, the area code, and the seven digit commercial number. The states available by direct dial in this area are Alabama, Florida, Georgia, Kentucky, Mississippi, North Carolina, South Carolina, and Tennessee.

Also on FTS . . . Please note that Staff members in the Bethesda office are at the following numbers: Dr. Dorothy Canter and Dr. Carl Keller, 8-496-3511, and Jacky Simon, 8-496-2919.

And remember . . . FTS is for government business only. FTS should not be used for personal job hunting, in or outside the government, or for any personal calls whatsoever. Remind new employees and visitors of this important fact, since abuse of the phone system does carry penalties.

Also, the Pheresis donor program is a part of the American Red Cross program in Durham. Pheresis is the process by which a small portion of needed blood components is removed from the blood and the other components are returned to the donor. Pheresis takes several hours but can be done more often than whole blood donations. For information on this program, contact Julia B. Hill or Glenda Wilkinson with the Red Cross at 493-3551.

Factor will report the stunning grand total for this years' blood donations in next issue. Congratulations are already in order for a stellar performance by the generous souls who roll up their sleeves.

IF SHOE FITS

BETTER LOOK TWICE

FACTOR REPORTS MISMATCHED SHOES

Factor's specialty isn't gossip, but it does wish to report that a certain unnamed, usually exceptionally efficient person has been reported by totally reliable sources to have arrived at work the other day wearing two shoes each distinctly different in color. Said person asserted emphatically that they were sure that they started from home in a correctly matched pair of shoes. Beware of shoe-shuffling gremlins.

YOU READ IT FIRST . . . IN FACTOR!

