

國立中山大學教職員工健康服務要點

NSYSU Regulations for Employee Health Service

107年3月7日 106學年度第二學期第1次行政會議通過
114年03月05日 113學年度第2學期第2次行政會議修正通過
Amended and approved at 2th Executive Meeting on March 5,2025

- 一、 為避免人員作業時因工作場所等因素導致職業性傷害或疾病，增進教職員工身心健康，營造健康舒適之工作環境，特依「職業安全衛生法」、「勞工健康保護規則」及相關規定，訂定「國立中山大學教職員工健康服務要點」(以下簡稱本要點)。
 - I. To prevent work-induced injuries or ailment, enhance employee health, and establish a comfortable working environment, the University stipulates the *NSYSU Regulations for Employee Health Service* (hereinafter the Regulations) in accordance to *the Occupational Safety and Health Act, Regulations of the Labor Health Protection*, and other relevant laws and regulations.
- 二、 本要點適用範圍為校內全體工作者，包含編制內依法任用公教人員、約聘教師、研究人員(含博士後研究人員)、約用行政人員、研究計畫助理、勞僱型兼任助理及技工工友等。
 - II. This guideline applies to all workers within the school, including officially appointed public educators and staff, contract teachers, researchers (including postdoctoral researchers), contract administrative staff, research project assistants, labor-based part-time assistants, and technical workers.
- 三、 本要點相關檢查規定如下：
 - (一) 新進體格檢查：本校新進教職員工，應實施一般體格檢查；實際從事特別危害健康作業者，應於作業前完成特殊體格檢查。但有下列情形之一者，依法規規定得免實施一般體格檢查：
 - 1. 非繼續性之臨時性或短期性工作，其工作期間在六個月以內。
 - 2. 其他法規已有體格或健康檢查之規定。
 - 3. 其他經中央主管機關指定公告。
 - (二) 在職健康檢查：本校教職員工，應定期實施一般健康檢查；從事特別危害健康作業者，應每年或於變更作業時，實施特殊健康檢查。

- III. The relevant inspection regulations of this guideline are as follows:
1. Pre-employment Physical Examination:
Newly hired faculty and staff of the school are required to undergo a general physical examination. Those engaged in work that poses special health hazards must complete a special physical examination before commencing their duties. However, individuals meeting any of the following conditions may be exempt from the general physical examination in accordance with legal regulations:
 - (1) Temporary or short-term work that is non-continuous and lasts no more than six months.
 - (2) Other regulations already require a physical or health examination.
 - (3) Other exemptions as announced by the central competent authority.
 2. On-the-job Health Examination:
Faculty and staff of the school must undergo regular general health examinations. Those engaged in work that poses special health hazards must undergo special health examinations annually or when there is a change in their work duties.
- 四、 檢查結果應依相關法規規定進行相關健康管理。
檢查紀錄應依相關法規規定，一般體格（健康）檢查紀錄應至少保存七年，特殊體格（健康）檢查紀錄至少保存十年至三十年。
- IV. The examination results shall be managed in accordance with relevant health regulations.
Examination records shall be retained in compliance with relevant regulations: general physical (health) examination records must be kept for at least seven years, while special physical (health) examination records must be retained for a period of at least ten to thirty years.
- 五、 本要點未盡事宜，悉依職業安全衛生法、勞工健康保護規則及相關規定辦理。
- V. Matters not covered in this guideline shall be handled in accordance with the Occupational Safety and Health Act, the Labor Health Protection Regulations, and other relevant regulations.
- 六、 本要點經行政會議審議通過，陳請校長核定後實施，修正時亦同。
- VI. This guideline shall be implemented upon approval by the president after deliberation and approval by the administrative meeting. The same procedure applies to any amendments.