

National Taiwan University Hospital Procedures and Notice for Newly-Hired Personnel General Physical Examination

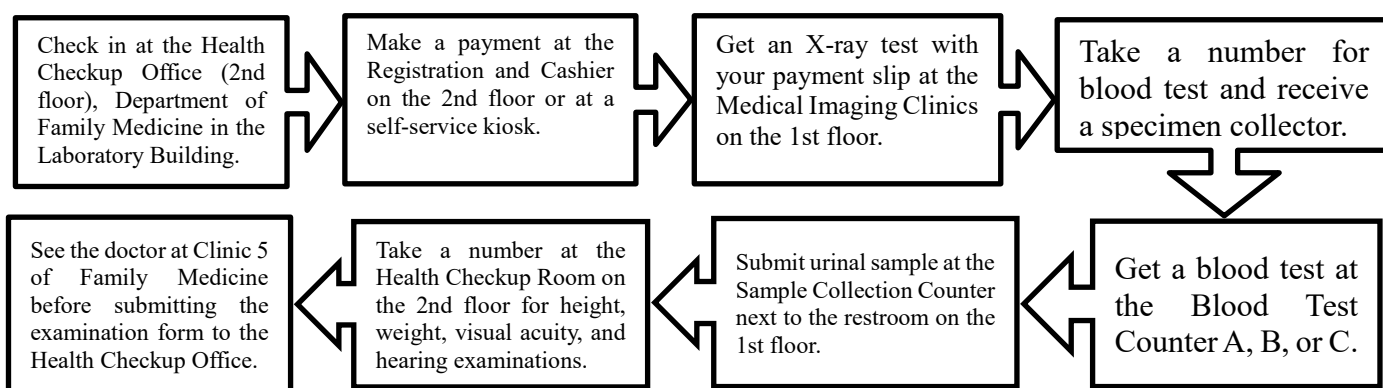
1. Location: Health Checkup Office (next to Clinic 15), Department of Family Medicine, 2nd floor of the Laboratory Building on the West Campus of National Taiwan University Hospital.
2. Address and traveling directions: No.1, Changde St., Zhongzheng Dist., Taipei City. Located to the left side of NTU Hospital MRT Station (Exit 2) of the Tamsui-Xinyi Line (Line 2 of Taipei Metro).
3. Registration location and service hours: Health Checkup Office, Department of Family Medicine on the 2nd floor at 8:30 a.m.–10:30 a.m. and 1:30 p.m.–3:00 p.m, Monday through Wednesday.
4. Please bring the following items for physical examination:
 - (1) Newly-Hired Personnel General Physical Examination Questionnaire. Please fill out the questionnaire and submit it to the physical examination nurse. The questionnaire shall be returned along with the physical examination report.
 - (2) National ID Card, NHI Card and a 2-inch passport photo. For foreign subjects, please bring your passport or Alien Resident Certificate.
 - (3) Either an offer letter, a letter of appointment, a service contract, an offer letter, or a staff appointment letter. Please submit a copy of one of the documents to the physical examination nurse.

※ As a benefit, NTU faculty and staff may take advantage of a discounted NT\$1,000 price tag for physical examination at Department of Family Medicine, National Taiwan University Hospital. Those who fail to bring one of the aforementioned documents shall pay a regular price of NT\$1,800 for physical examination. The price may be changed and announced on the website of NTU Environmental Protection and Occupational Safety and Health Center.
5. Physical examination fee: NT\$1,000; Payments are viable through debit cards or credit cards at a self-service kiosk, or through cash at the Registration and Cashier on the 2nd floor.
6. Notes for physical examination
 - (1) Please wear loose-fitting and casual clothes for the examination. Do not eat or drink (including water) for at least 8 hours prior to the examination. Only a small amount of water may be consumed if necessary.
 - (2) Please do not engage in high intensity exercise on the day before the examination to avoid inaccurate examination results.
 - (3) Those who wear nearsighted glasses shall bring their glasses for the examination. Corrected visual acuity shall be tested.
 - (4) Urine test: Please collect a midstream urine sample. For female subjects during a menstrual period, please inform the physical examination staff before the test and collect the urine sample

at least 3 days after the period ends.

- (5) Chest X-ray test: Those who wear upper body clothes and undergarments without metals are not required to change. Necklaces, clothes with metal buttons and bras with metal hooks are required to be removed. Pregnant subjects are not allowed for X-ray tests. Please ask the physical examination staff to note down "No X-ray test due to pregnancy" on the physical examination form.
- (6) Physical examination: Height, weight, visual acuity, and hearing examinations shall first be performed in the Health Checkup Room. Then wait at Clinic 5 of the Department of Family Medicine to see the doctor.

7. Physical examination procedures:



※The staff may arrange for subjects to get a chest X-ray test or a blood test first.

8. Receive the report: Your report shall be ready in ten working days (excluding public holidays). The actual date shall be instructed during the physical examination.
 - (1) Onsite pickup: Please come to the Health Checkup Office and pick up your report at 10-12 a.m. or 2-4 p.m., Monday through Friday.
 - A. In-person pickup: Please bring either the payment slip, the receipt, or your National ID Card.
 - B. Third-party pickup: Please bring personal identification (either a National ID Card, a NHI Card, or a driver’s license) of both parties, along with the payment slip or the receipt.
 - (2) By post: The report shall be sent by registered mail and subjects are required to bring NT\$36 postage stamps themselves. The report shall be delivered in approximate three weeks (excluding public holiday) after the physical examination.

※For any questions like general physical examination appointments, please contact the Health Checkup Office, Department of Family Medicine, National Taiwan University Hospital at (02)2312-3456 ext. 267161. Service hours: 10-12 a.m. or 2-4 p.m., Monday through Friday.