

**TERMINAL RAILROAD ASSOCIATION OF ST. LOUIS  
CLERICAL DEPARTMENT EMPLOYEE  
PRESCRIPTION AND/OR OVER-THE-COUNTER MEDICATION WORK AUTHORIZATION FORM**

The bearer of this letter, \_\_\_\_\_, an employee of the TERMINAL RAILROAD ASSOCIATION OF ST. LOUIS, may be required to perform one or more of the following in the performance of his/her duties as a Clerk. A Clerk's duties include receiving verbal/written instructions, working both inside and outside, walking in uneven conditions, the use of office equipment and sitting for an extended period of time. A Clerk may also be required to drive a company vehicle.

This employee is governed by Company Policy, drug and alcohol usage in the workplace.

Our rules require (in part): Employees must not report for duty or be on Company property under the influence of, or use while on duty, any over-the-counter or prescription drug or medication which will in any way adversely affect their alertness, coordination, reaction, response, or safety. If an employee is taking an over-the-counter or prescription drug that may have an adverse effect on their alertness, coordination, reaction, response, or safety, the employee should make sure that the following step is taken:

A **physician** or **dentist** licensed or otherwise authorized to practice by a state of the United States or a physician designated by the Railroad makes a good faith judgment, in writing, with notice of the employee's assigned duties and on the basis of the available medical history, that use of the substance by the employee at the prescribed or authorized dosage applicable is consistent with the safe performance of the employee's duties.

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**SECTION I - PRESCRIBING PHYSICIAN'S STATEMENT: (Please print or type Medication/Dosage below)**

**\*\*For more than two medications complete a second form**

**Medication**

**Dosage/Administration**

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**Prescribing Physician's Comments:**

\_\_\_\_\_

\_\_\_\_\_

The above prescribed dosage should not have an adverse effect, and based on the available medical history, the prescribed medication taken at the authorized dosage is consistent with the safe performance of \_\_\_\_\_.

**Prescribing Physician's Name:** \_\_\_\_\_  
(Please print or type)

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

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**SECTION II - ACKNOWLEDGMENT OF EMPLOYEE:**

I understand the above medication must not be taken in excess of the prescribed dosage. This authorization must be on file with the Company prior to any use in accordance with GCOR 1.5.

**Employee Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Employee Contact Number:** \_\_\_\_\_

**SECTION III - COMPANY PHYSICIAN'S COMMENTS:**

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The above prescribed dosage should not have an adverse effect, and based on the available medical history, the prescribed medication taken at the authorized dosage is consistent with the safe performance of Clerical employee.

\_\_\_\_\_ : This is your authorization to work as a Clerical employee while taking the above medication at the prescribed dosages. However, this does not relieve you of your responsibility of not being on duty or on Company property should this medication cause any undue side effects or adversely affect your alertness, coordination, reaction or safety.

**Company Physician's Name:** \_\_\_\_\_  
(Please print or type)

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

- Section I is to be completed by the employee's physician.
- Section II is to be completed by the employee.
- Once Sections I & II are completed, please email this form to Midwest Occupational Medicine at [breilley@midwestoccmcd.com](mailto:breilley@midwestoccmcd.com) or fax this form to 618-251-5118.
- Contact Midwest Occupational Medicine at 618-251-5202 to verify receipt of prescription form or with any questions.

**\*DO NOT RETURN THIS FORM TO YOUR MANAGER.**