

WHAT IS OCCUPATIONAL HEALTH?

Occupational health is a specialist branch of medicine or nursing that very specifically considers the effects of work on health, and health on work. You may be referred by your manager for an occupational health assessment to ascertain your fitness to work in certain roles/with certain hazards; to ensure your work is not adversely affecting your health; for your manager to understand how a health condition may impact on your work; as well as any adjustments or support they could provide to try to reduce any impact of your work affecting your health, and your health affecting your work. Occupational Health Services Ltd is an independent occupational health provider, who will advise both the employer and employee from a position of impartiality.

REASONS FOR ASSESSMENT MAY INCLUDE:

- Routine submission of health screening questionnaires at the start of employment to gain a health baseline record, and during your employment to monitor the impact of work on your health
- Concern that your health is affecting your work, or your work is affecting your health
- Long-term sickness absence
- Repeated short-term absences

WHO WILL REVIEW MY QUESTIONNAIRE?

The information you provide will be assessed by an Occupational Health Advisor (OHA) Nurse, or an Occupational Health Physician (OHP) Doctor. They will have the appropriate occupational health qualifications and experience in occupational health and within different industries. If further information is required we will email / phone you. Certain assessments will be face-to-face and include clinical tests. Following the assessment, the practitioner will provide feedback to your HR/manager confirming that you have been assessed and giving any appropriate advice to support you in your role. Confidential information will not be shared without your consent.

CONFIDENTIALITY AND FEEDBACK BACK TO MANAGER

All consultations are strictly confidential. A certificate of fitness or report will need to be issued to your line manager and HR. The purpose is to provide your manager with an opinion on your fitness for the work you do, plus any workplace adjustments that could help support you at work. Confidential clinical information will not be disclosed without your consent.

DATA PROTECTION

The information we collect is classed as special category personal data as it relates to your health. You have the right to see any information we hold about you in your occupational health record. To do so, submit your request in writing to us. If you believe any of the information held is inaccurate or misleading, you can request that an amendment is attached to the occupational health record. Your occupational health records (paper and digital copies) will be shredded and deleted permanently, six years after the last recorded entry.

If you have any questions regarding how we store and process your data, please email: admin@ohsltd.uk