

### **What is Occupational Health (OH)?**

Occupational Health (OH) is a specialist branch of healthcare concerned with the effects of work upon health and health upon work. For example, OH can be concerned with issues such as fitness for work, sickness absence, disability, rehabilitation, medical retirement, travel health and many more! Many employers require independent occupational health advice where they have concerns over health issues in the workplace. The aims of occupational health services are to help employees maintain safe and productive working lives, and to support businesses in gaining the benefits of a healthy and productive workforce.

### **The Occupational Health Assessment**

The purpose of an OH assessment is to assess an employee and provide clear, impartial, professional, OH advice to the line manager who has made the request. Advice is often also given to the employee. The assessment is conducted by telephone or at a face-to-face consultation with an occupational health practitioner (Dr or Nurse).

There may be many reasons for wishing to obtain independent medical advice in relation to an employee, and the reason for your referral should be explained to you by your line manager or HR manager. You should have the opportunity to see and discuss the referral before it is made.

The benefit of attending an OH assessment is that it gives you the opportunity to discuss any medical conditions and medication and how it impacts on your work with an OH professional who is an impartial adviser. The Occupational Health professional can then review all the information relating to your referral and provide your manager with fair and objective advice about your health and work, both in the short and longer term.

### **Your Appointment**

Please arrive in plenty time for a face to face consultation. If you are more than 10 minutes late it will not be possible to see you. Your appointment will normally last 25 minutes however depending on the reason for attendance it could last up to 60 minutes.

If you have a telephonic appointment please be ready to take the call from the OH Practitioner and have any relative notes to hand.

You will be assessed by an occupational health practitioner, a specialist in “work & health” matters. You will be asked to give a history of your health problems and may be examined, particularly if there is a physical problem present.

### What should I bring with me to the assessment?

- ✓ Your appointment letter, correspondence.
- ✓ Photographic evidence of your identity (ID); any ID that contains your photograph will do.
- ✓ Any medication or a list of medication that you have been taking.
- ✓ Spectacles and/or contact lenses, if worn.
- ✓ Any information that you think may be relevant to your assessment [e.g. copies of relevant letters from hospital specialists if available]

### Confidentiality & Reports

Medical confidentiality is assured at all times, and no confidential clinical information will be divulged to your employer without your express written permission. A management report will be provided in order to advise on specific questions that may have been asked. These will be explained to you during the consultation, as will the content of the report. In some cases it may be necessary to obtain a report from your doctor or specialist as part of the assessment process. In this event, written, informed consent is required and this will be explained during the consultation.

You are entitled to a copy of any report sent back to your manager. It is in your interest for an unbiased, objective report to be sent back to management to help assist both the employer and employee. However, if you do not consent for a report to be sent back to your manager a decision may need to be made based on the information your manager already knows.