



Occupational Health

- Who are Occupational health1st

OH1st is based in Fareham near Portsmouth and provides a full range of professional Occupational Health support services to many different regional clients.

- Why am I being referred to Occupational Health?

Your manager or employer requires an assessment and opinion about your health and fitness for work. This can be for a variety of reasons, which they will discuss with you, including: -

- If you have developed a health problem which might be work related.
- If you have had a number or repeated short term or recurring health problems.
- If you are on long term sick leave.
- If you are hoping to return to work following sickness absence.
- If your health is affecting your fitness, safety or capability to do your job or some elements Of your job
- If you have a long-standing health problem which affects your long term fitness to work
- If ill health retirement is being explored.

- Who will I see?

You are most likely to see an Occupational Health Nurse Specialist, who is a qualified health professional with additional training, qualifications and experience of working in the field of Occupational Health on the Specialist register for occupational health. If required, you could be seen by an Occupational Health physician (OHP) who is a Doctor with qualifications and experience in the field of Occupational Health

- How long will it take?

The consultation itself normally lasts between 45 minutes and an hour. You will be given an appointment time and location for your appointment either by your employer or directly via OH1st.

- Can I bring someone with me?

The consultation is confidential and so we would prefer to see you alone. If you do wish to have the support of a companion this can be accommodated. However, they would not normally be expected to contribute to the discussion.

Document Owner: S Beards	Date issued July 2017 v 2	Review date: December 2024
-----------------------------	------------------------------	-------------------------------



- Do I need to bring anything with me?

Please bring details of any medication, tests or treatment you are having and / or relevant General Practitioner / specialist appointment details.

- What questions will I be asked?

You will ask questions about you and your health. This will include information about your current health problems including symptoms, investigations and treatment.

OH1st will also seek to understand how your health problem affects you in general and your fitness for work. The OH professional may need to gather information about previous health problems and general lifestyle where relevant.

- Will I have a physical examination?

This depends on the nature of your health problem and why you have been referred.

You may also have some simple tests on the day.

- What about confidentiality?

The information provided to the OH1st will be treated as confidential, as with any other nurse or doctor. Your manager will probably already be aware of the broad nature of your health problem, e.g. from GP medical certificates or from previous discussions you have had with them.

- Do I have to Consent to this?

The information requested by your employer should help them ensure your health and wellbeing in the workplace. However this is personal information and you will be given the opportunity to see any report and even though you consent to attend an appointment you must also consent to release of information about you and you have the right to withdraw consent at any time.

- What information is provided to management?

OH1st will provide a report to management with any recommendations and guidance about your health and fitness for work following the appointment.

Management will have asked specific questions and for occupational health advice and opinion at the time of the referral.

The OH practitioner will advise you of the broad outline of the OH management report at the end of your appointment.

Additional services such as counselling or physiotherapy may be recommended, dependent on your employer's local arrangements.

Document Owner: S Beards	Date issued July 2017 v 2	Review date: December 2024
-----------------------------	------------------------------	-------------------------------



The OH practitioner may also suggest a further appointment with you to review your progress.

- Will you need to write to my own GP or Specialist?

In some cases, the OH practitioner might consider that requesting further medical details from your GP or Specialist will assist in providing the best possible occupational health advice to management.

In these circumstances, the OH Practitioner will discuss this with you. Your written consent is required before OH1st can write to your General Practitioner / specialist.

In cases where application for Ill Health Retirement appears likely, report(s) from your medical practitioners will definitely be required.

You will not be expected to pay for any medical reports requested by OH1st.

- What happens afterwards?

Management may wish to discuss with you the report provided by the OH practitioner, in particular any recommendations or advice which may help you to continue in work or return to work. For example, management may agree a return to work rehabilitation plan with you or some specific adjustments to your job or equipment.

- How is my personal information stored?

Your occupational health notes form a health record and it is stored confidentially with only trained medical staff or administrative staff having access. It is not linked to your NHS records. The security of your records is in line with the latest Data protection regulations. OH1st choose to store your records electronically using encrypted files. If you wish to see your OH record, a full copy can be provided by requesting it in writing or email admin@occupationalhealth1st.co.uk

Document Owner: S Beards	Date issued July 2017 v 2	Review date: December 2024
-----------------------------	------------------------------	-------------------------------