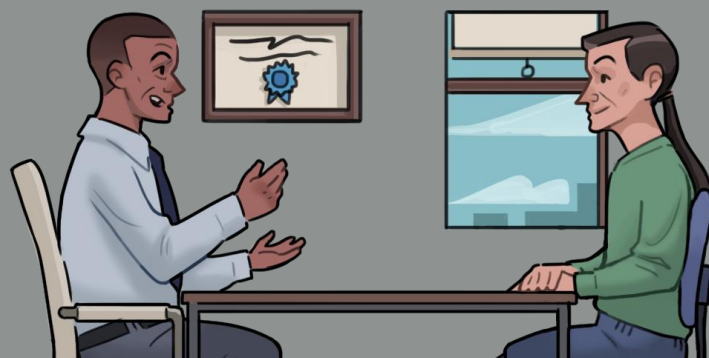


What to expect from a referral to Occupational Health



What is occupational health?

Occupational Health (OH) is a specialist area of medicine concerned with preventing ill health at work, and supporting those with health conditions in work. In Cordell Health our doctors, nurses and physiotherapists have specialist qualifications and experience in OH. We adhere to a strict ethical code of practice as required by our regulators.

How can occupational health help me?

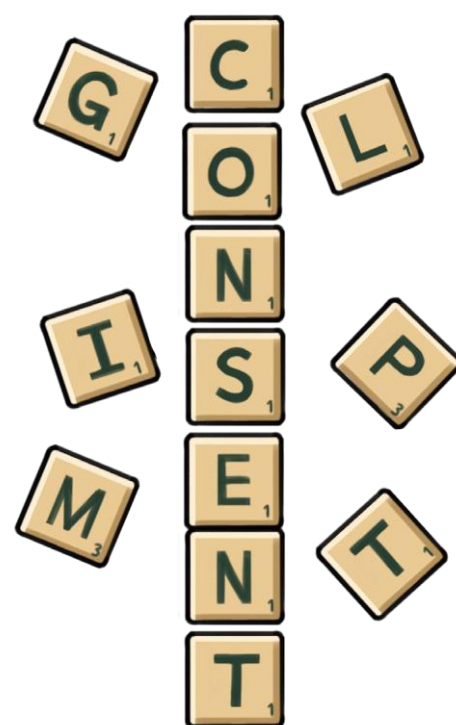
We provide managers and employees with independent professional advice about work-related health concerns. OH assessments are impartial and objective, the outcome of which will be to provide advice that will help both you and your employer. We will focus on ways in which we can help facilitate a return to work, if that is the most appropriate route for you.

What about consent?

At the beginning of the consultation the OH clinician will explain the purpose of the assessment and what it will involve. You will be asked to confirm your consent to having the assessment and for a report to be sent to your employer. You will be provided a copy of this report and offered the option to either have this report sent to you at the same time it is sent to the employer, or sent to you first. Consent can be withdrawn at any time.

What can I expect from the appointment?

A consultation will usually last around 30 minutes, and will either be face-to-face, via the telephone or virtual i.e. video. The OH clinician will explore the health issues and their relation to work in a sensitive but thorough manner. We will spend time listening to you and your views, taking it all into consideration. Sometimes a physical examination to assess function may be required depending on the medical condition and your job role, but in most cases sufficient information can be obtained through discussion with you.



What about confidentiality?

All medical information discussed at the appointment will be kept confidential in the occupational health notes we maintain in our secure clinical record system. Ordinarily these records are retained for ten years from the last entry in your record, but no longer than this, in keeping with data protection legislation requirements. This information is not released to your employer, only the report we produce, of which you will always have a copy, will be sent with your consent to your employer. On occasion, confidential information may be released to your employer if we are legally obliged to do so, for example on health and safety grounds.

You are entitled to request a copy of all clinical records we hold on you.

Should you require these records please apply via admin@cordellhealth.co.uk. You will however always have a copy of your occupational health report, as we have described above.

What shall I bring with me?

Please bring any **specialist reports or letters from your doctor or treating clinician**; these would be very helpful. A list of current medications and treatment is also useful.

What can you expect from an Occupational Health Report?

The report gives sufficient medical information for your employer to understand your health issue in relation to your fitness for work. The report is objective and focuses on functional issues with recommendations on adjustments which will be relevant to your health, in relation to your work.

Can I see the report?

A copy of the report will be provided to you. At the consultation you will be offered the option of being sent your copy at the same time it is sent to your employer, or before. If you wish to see the report prior to its release to your employer, please confirm release or comment in a timely fashion; we will contact you after 2 working days if we haven't heard from you.



Can a report be amended?

You may request amendments to a report to address any factual inaccuracies. If you disagree with the clinician's opinion please discuss it with them and support your reasoning.

Can I withdraw consent for a report to be sent to the employer?

You can withdraw consent at any time prior to the report being released. If you do feel you need to withdraw consent, please be mindful that your employer will then be required to make decisions about you without the benefit of specialist occupational health advice.

Will you get a GP or specialist report?

Not routinely as in the majority of cases, the clinician will be able to obtain a sufficient and detailed history and additional information usually is not necessary and can add delays. There are occasions however that the clinician may feel further clinical information is required to enable them to understand the medical situation better and will recommend obtaining a report from your GP or treating specialist. Once received, a report will then be provided to your employer. Your consent will be requested for this. Again, you can withdraw your consent at any time.

What happens after my employer gets the report?

We would recommend a meeting with the referrer or your line manager as appropriate, to discuss the recommendations, agree a plan of action and then review the impact of these recommendations once implemented.

Does my employer have to do what the report suggests?

Our role is to advise, whereas your employer will decide whether the adjustments recommended by the occupational health clinician are reasonably practicable to implement.

If you have queries please contact us on admin@cordellhealth.co.uk or 0118 207 6190.

