Statutory Health Surveillance (Respiratory and Skin):

Workplace visits for routine group appointments

(For more information on Health Surveillance in general see: www.hse.gov.uk/pubns/indg304.pdf)

Service description

The Occupational Health Unit provides the statutorily required Health Surveillance which is required across the University for individuals who are identified by risk assessment as being exposed to various hazards (e.g. allergens, respiratory or skin sensitisers, noise, etc). Baseline appointments (and all noise-related appointments) are provided at the Occupational Health Unit in Drummond Street. For the convenience of departments and individuals, and to assist Schools with higher levels of compliance, follow-up appointments for skin and respiratory surveillance are provided at various sites across the University.

For site visits, an Occupational Health adviser attends for one or more days and can see up to 24 individuals per day. Where two or more days are required by a group, this can be arranged: these days may occur at different times of year in order to balance with other Occupational Health service demands: this can also avoid missing individuals through holiday or sick leave.

What is provided by Occupational Health

- local appointments
- confirmations (usually within 10 working days) to line managers (and local safety managers when requested) of each individual's attendance
- advice on individuals’ fitness for ongoing hazard exposure, and any advisable adjustments to working arrangements or the need for early follow-up

What is needed by Occupational Health

- a locally-identified person with whom to liaise before site visits and on the day, who will arrange for an appointment list to be populated and for a suitable room to be booked
- a room with privacy
- approx. four chairs and a medium/large table
- an electrical power socket
• a University computer network connection. Wireless is preferable, with a good signal. (Occupational Health will need to know well in advance if this is not possible, or is not the ‘central’ wi-fi service, or is wired only)

• waiting space and toilet facilities nearby

Frequently-asked questions re health surveillance:

(a) is health surveillance required for this process or individual?

The need for surveillance is dictated by local risk assessment of a process; the need is also dependent on each individual’s level of exposure to a hazard. This assessment is made by local management or their delegate. (Occupational Health can be consulted for general advice.)

(b) is participation in health surveillance voluntary?

No. Under COSHH the identification of a need for health surveillance makes it a statutory requirement. Although individuals cannot be forced to attend but should be aware that management may have to make decisions based on their non-involvement.

Please note that the process described on this sheet is for routine follow-up appointments. If any individual in the health surveillance programme is experiencing symptoms which may be work-related they should be referred to Occupational Health at the time.

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