
Occupational Health (OH) offers a range of services which are provided by qualified professionals (nurse advisers, clinic nurses, a physiotherapist and a consultant) including:

- Health screening prior to or on commencement of employment
- Fitness for work assessments and advice
- Advice on workplace adjustments due to injury, illness or disability
- Work-related vaccination and blood taking service
- Sharps/splash assessment
- Manual handling training and advice
- Physiotherapy for injuries caused by or affecting work
- Ergonomic workplace assessments
- Health surveillance including skin assessments

What to do in the event of a sharps or splash incident

Stop the procedure immediately and apply first aid. Bleed and hold the wound under running water. For splashes to the eye or mouth, irrigate thoroughly.

Report all incidents immediately to OH between 9am and 5pm (Monday-Friday except Bank Holidays) on 01273 696955 ext 62983. Out of these hours go to A&E (RSCH or PRH) and contact OH on their next working day. A DATIX must be completed for all incidents.

All staff who are likely to come into contact with blood or body fluids at work must complete their 3 yearly mandatory training on the prevention and management of sharps and splashes at work available on IRIS.

Vaccinations

All staff working in clinical areas or with blood/body fluids must ensure they are protected against infection. Requirements differ between job roles but may include the following vaccinations or blood tests to establish immunity status:

- Hepatitis B
- Measles
- Rubella
- Chicken pox
- BCG (TB)

If you have been asked to attend for an appointment or if you are unsure if you are protected, you **MUST** contact OH to ensure the protection of vulnerable patients and you.

Skin problems

Frequent hand washing can cause dry skin or dermatitis. If skin becomes broken as a result there is a risk of infection. You are advised to contact the OH duty nurse (ext. 62983 Monday-Friday 9am to 12 noon) to arrange an appointment if you have any concerns regarding the condition of your hands.

Latex allergy

Latex allergy can develop where staff are exposed to latex. Latex is generally used less frequently than in the past but is used in some areas. If you have any allergic symptoms you are concerned about at work especially if you believe they could be related to latex glove use please contact OH.

Stress

If you feel stressed at work and are experiencing symptoms such as tearfulness, lack of concentration, irritability or difficulty sleeping, you are advised to talk to your manager as there may be straightforward solutions that can help. An individual stress risk assessment can be done to help to work out where any difficulties and priorities lie and an action plan can then be implemented with your manager to reduce stress. Further guidance can be found in the Policy for the Prevention and Management of Stress at Work (HR017) which can be found on the info-net.

The Trust has a staff counselling and psychotherapy service (HELP) which can be accessed via your manager or OH.

Physiotherapy

This service is available for staff with musculoskeletal conditions which result from or are worsened by your work environment or affect your ability to work normally. To request a referral, contact OH and ask to speak to the duty nurse (ext. 62983 Monday-Friday 9am to 12 noon).

Display screen equipment

All display screen equipment (DSE) users are required to complete 3 yearly mandatory training. This training is available as a workbook on IRIS. A risk assessment of your workstation should be undertaken. Please refer to RM10 Display Screen Equipment Policy where you can find a checklist for completion as well as the risk assessment form for completion by your manager or designated risk assessor for your area. Risk Management can provide advice and guidance on the risk assessment process on ext. 62231 (RSCH) or ext. 8654 (PRH).

Your OH Records

BSUH OH records are paper-based and are managed in compliance with the Data Protection Act 2018. Any partial electronic recording is stored on secure servers, robustly managed by BSUH Trust's IT service. Access is only by OH staff who hold login/passwords.

OHS processes personal and health data in line with the Data Protection Act 2018 as per our Privacy Statement <https://www.bsuh.nhs.uk/wp-content/uploads/sites/5/2016/09/Occupational-health-services-privacy-notice.pdf>.

Access to your OH record

The Data Protection Act 2018 allows you to view, or to receive a copy of your record. If you wish to do this, please write to us to confirm that this is how you would like to proceed. If you think your data is inaccurate, we will make the appropriate changes.

Confidentiality

Information in your OH record will only be passed to a third party with your consent. In exceptional circumstances, confidentiality can be breached by OH e.g. if withholding of information would have a safety implication. All OH staff are currently bound by both BSUH Trust, and a local (ie OH) confidentiality agreement including any temporary OH staff.

For general queries, concerns or issues, please phone the department in the first instance. Formal complaints should be made in writing to the Occupational Health Manager. All complaints are acknowledged within three working days.

Occupational Health Services

Art Block, St Mary's Site

Royal Sussex County Hospital, Eastern Road, Brighton BN2 5BE

Tel (01273) 696955 Appointments ext 64011 All other enquiries ext 62983

Service hours: Monday – Friday 9am – 5pm

A satellite service is also available at Princess Royal Hospital in Haywards Heath

Further information

can be found on the staff info-net: <https://nww.bsuh.nhs.uk/working-here/occupational-health/>