

Workplace Health & Wellbeing Surveillance Schedule Guidance

Health Assessment	Criteria for inclusion	Frequency	Method & Type of Surveillance	Legislation/ Standards
1. Asbestos	Working in asbestos zones in accordance with current legislation, others as clinically indicated.	Pre-placement 2 yearly	Spirometry Health Assessment by appointed doctor	Control of Asbestos at Work Regulations 2012
2. Biological	Employees working with human blood, blood products, human tissue identified by COSHH and Risk Assessment – see also Field Trip and Off-campus Activities	Baseline e-recruit	Vaccination history Advice on current and future vaccinations and status	COSHH
3. Confined Spaces	As per Health and Safety Policy	Baseline 2 yearly	Questionnaire	Confined Space Regulations 1995 HSE Guidance L25
4. Drivers	Employee who regularly drive University vehicle Drivers who occasionally drive University vehicles or hired vehicles carrying passengers	5 yearly to age 60 Annually thereafter	Health Assessment	Road Traffic Act 1988 Motor Vehicle (Driving Licenses) Regs 1996 HS(G)6 BS 7121
5. Field Trips and Off-Campus Activities	Any activity at home or overseas related to University business	Before travel Annual During/After 3 yearly	Questionnaire Employee responsible for reporting medical conditions, which may further adversely affect health status on travelling abroad. Questionnaire Appropriate Vaccination/Trave	Management of Health and Safety at Work Regulations 1999

Workplace Health & Wellbeing Surveillance Schedule Guidance

			I Advice Requirement for employee to report any illness related to travel to OHA Health Assessment	
6. Food Handlers	Baseline Staff returning from abroad, annual leave, sickness absence Self reporting	Baseline Food Handlers-questionnaire Return To Work after illness Return To Work after foreign travel	Health Questionnaire	Food Health Regulations Reg (EC) 852/2004 Food Standards Agency Fitness to work Regulatory guidance 2009
7. Genetically Modified Materials	Class 2 activities and above which may have potential for negative effect on health as defined by Risk Assessment	Baseline	Questionnaire	
8. Ionising Radiation	Classified Workers Likely to exceed 3/5 of occupational dose limit	Annual	Health Assessment	IRR99 ICRP60
9. Lasers	Category 3b/4	Pre-placement	Ophthalmic Review	BS EN 60825
10. Lone Workers	Any employee working alone where risk assessment identifies hazard, without other worker contact for ½ hour or more.	Baseline on reported change of health status	Questionnaire Health Assessment	Management of Health and Safety at Work Regulations 1999

Workplace Health & Wellbeing Surveillance Schedule Guidance

		via Risk Assessment based on individual health status		
11. Manual Handling	Work requiring repetition, force, natural or static posture likely to produce painful musculoskeletal disorders of neck, shoulder or upper limbs and work involving manual handling of loads	At e-recruitment Management Referral	Questionnaire	Manual Handling Regulations 1992
12. Named Carcinogens Cat 1 & 2	Where potential exists for possibility of biological effect	Annual Baseline Case by case determination	Questionnaire Health Assessment	COSHH 2002 ABPI Guidelines
13. New and expectant mothers	Employee identified with significant health condition on risk assessment	As reported	Review of risk assessment	Management of Health and Safety at Work Regulations 1999 New and Expectant Mothers: HSE Guidance
14. Night Workers	Shift workers	Annual	Questionnaire Health assessment – if requested	Working Time Regs 1998
15. Noise	Lower exposure action values: Daily or weekly exposure of 80 dB; or peak sound pressure of 135 dB; Upper exposure action values: Daily or weekly exposure of 85 dB; peak sound pressure of 137 dB	Baseline Annually for first 2 years of employment then 3 yearly – more frequently if indicated	Audiometry, Questionnaire	MHSAW 1999 HSE MS26 Control of Noise at Work Regulations 1989 EC Directive on physical agents 86/181 Noise Regulations 2006

Workplace Health & Wellbeing Surveillance Schedule Guidance

16. Respiratory Hazard	All employees regularly exposed to respiratory sensitisers (asthmagens) Employee with regular exposure to animals	6 weeks 3 months 12 month + thereafter annually	Questionnaire & spirometry – baseline annual Questionnaire only for those individuals with no significant history. Questionnaire and spirometry for those with significant history Further investigations and specialist referral may be required at the discretion of the Occupational Health Practitioner	COSHH 2002 MS(G)25
17. Skin Surveillance	Employees regularly exposed to named substances with the known significant risk of dermatitis or skin sensitisation or any other known skin condition	Annual	Questionnaire Skin inspection – hands/arms face Specific skin questionnaire	COSHH 2002
18. Thermal	Workers exposed to adverse cold thermal environment <-5C Adverse hot climate >30C	Baseline Annual	Questionnaire Health Assessment – Baseline by OH Physician	IRR99 ICRP60
19. Vibration	Where risk assessments show	Baseline	Questionnaire	Stockholm

Workplace Health & Wellbeing Surveillance Schedule Guidance

	significant exposure to upper limb and hand vibration	Annual Review 3 yearly by OH Physician	Health Assessment. Clinical Assessment dependent upon questionnaire	classification PPE Regulations 1992 FOM Guidance on HAVS HAVS 2005 Regs
20. Working at heights	Health Status	Baseline Annual	Questionnaire Health Assessment	Management of Health and Safety at Work Regulations 1999