

# ENA Occupational Health Committee



## Health Surveillance

*These case studies are designed to outline the overall management of health surveillance programmes within ENA member companies, and so identify different approaches to the management of surveillance programmes and examples of good practice.*

### **Company Name: Western Power Distribution**

(Please note: Western Power Distribution (WPD) is currently undertaking a full review of health surveillance requirements and arrangements within the company).

#### **1 How do you identify health risks and how does this influence the development and planning of your surveillance programme - including frequency, content and delivery (e.g. questionnaire, face to face)?**

- Health risks are identified from risk assessments
- Surveillance programme for those that are known or thought to be at risk
- Frequency, content and delivery dependent on statutory requirements, the technicality of the assessment (e.g. whether it needs to be undertaken by a competent person, using specialist equipment, or can be completed as a self-assessment) and as advised by our Occupational Health (OH) provider.

#### **2 How do you instigate and manage your surveillance programme, including scheduling of the surveillance appointments, ensuring full and appropriate attendance?**

Managed by HR Officer - appointments are scheduled in conjunction with the relevant manager.

#### **3 What management information do you use and how do you manage the issues that are identified through the surveillance programme?**

Formal referral to the Company's OH Adviser for specialist advice, following which the HR Officer and manager will action as appropriate (e.g. change in working practice/tools/equipment, adjustments to role, reallocation of duties, removal from role, etc).

**4      What frameworks, standards, medical protocols (e.g. fitness for work parameters) are in place to ensure the credibility of the process?**

Currently being established with OH provider.

**5      What level of resources do you have in place to manage the programme?**

Currently managed by HR (total of 6 employees).