

What information will be provided to the organisation following a referral?

Most appointments will result in a fitness certificate or report being sent to the organisation. This will be undertaken with consent from the employee. Sometimes it is necessary to write for additional information from a GP or Consultant. All requests for medical information comply with the Access to Medical Reports Act 1988. Our impartial advice provides evidence of an individual's health status and will include recommendations in compliance with Disability Discrimination provisions under the Equality Act 2010.

Where will an employee's medical record be kept?

All Occupational Health records will be held securely within the Centre for Workplace Health & Wellbeing. Information will be held in compliance with the Data Protection Act (1998).

Where are we located?

Level 1, 20 Rouen Road, Norwich, NR1 1QQ

Workplace Health & Wellbeing is easily accessible from Norwich city centre, a 15 minute walk from the railway station and there is a large public car park directly opposite the department.

When are we open?

Monday to Friday 08.30 – 17.00

How do I contact you?

To discuss any aspect of our services please call to speak to one of our Business Managers, Jane Egle or Rachel Hunt.

Level One
20 Rouen Road
Norwich
NR1 1QQ

reception: 01603 287035

direct dial: 01603 286840
01603 286667

direct fax: 01603 287026

email:

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web:

www.workplacehealthandwellbeing.co.uk

www.nnuh.nhs.uk



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WORKPLACE HEALTH & WELLBEING

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with services provided by



Workplace
Health &
Wellbeing

Norfolk and Norwich University Hospitals
NHS Foundation Trust

How can Workplace Health & Wellbeing support your business?

We know fit, healthy and motivated employees are the key to any successful well run business and we can provide you with the services needed to achieve this. Safeguard your organisation and your employee's health by ensuring you are complying fully with Health & Safety legislation and effectively managing any health issues in your workplace.

Who we are?

We are a local, well established NHS Occupational Health service provider with over 15 years proven ability. Our team comprises of specially trained Occupational Health Doctors and Nurses who are supported by skilled administrators operating from the Norfolk & Norwich University Hospitals NHS Foundation Trust.

We have an exceptional knowledge of local, specialist health services within Norfolk, both internal and external to the NHS.

What Services can we offer?

We are able to provide you with a full range of Occupational Health services. The following is a sample of the services we can provide. Please ask for further information if the service you require is not represented.

Pre employment health screening and advice on fitness to work

Specialist advice to assist you in the management of health related cases

- ✂ Short & long term sickness absence
- ✂ Work related injury and return to work plans
- ✂ Assessing disability, fitness to work and advice on reasonable adaptations or adjustments required for an employee to return to work.

Health surveillance programmes – to ensure compliance with HSE guidelines and legislation

- ✂ Hearing tests for employees exposed to noise
- ✂ Hand Arm Vibration Syndrome (HAVS) screening
- ✂ Lung function testing
- ✂ Skin inspections

- ✂ Fork Lift Truck Driver assessment
- ✂ Night Workers assessment
- ✂ Lead and asbestos exposure medicals
- ✂ Confined space assessment
- ✂ Food handlers' assessment

Workplace risk assessments – we can advise you on managing health related risks concerning the following and to ensure compliance with HSE guidelines

- ✂ Pregnancy
- ✂ Computer/Display Screen Equipment (DSE)
- ✂ Manual Handling

Immunisation programmes – we offer a range of vaccination and blood testing programmes for employees working in environments which require protection from acquiring or passing on infection

Well-Person Checks – we can provide a range of health screening programmes to fit in with your business to cover all or some of the following tests

- ✂ Blood pressure
- ✂ Weight and BMI
- ✂ Diet & exercise
- ✂ Smoking cessation
- ✂ Alcohol and substance misuse
- ✂ Managing stress

We also provide specific well men and woman screening and can provide a comprehensive Cardiovascular risk check which will provide screening for the likelihood of employees developing heart disease, stroke, and diabetes or kidney disease.

Mental Ill Health – we can provide clear guidance to line managers and offer support to employees where mental ill health in the workplace is a concern. Our clinical team are trained in using counselling techniques to support individuals following periods of depression, anxiety and stress.

When expert support is required we have a Consultant Clinical Psychologist as part of our Occupational Health team.

web: www.workplacehealthandwellbeing.co.uk / www.nnuh.nhs.uk

