

# New Employee Health Clearance Process

## Part 1: Role Risk Identification

### To be completed by the Recruiting Manager

The manager must identify risks relevant to the post which may require occupational health involvement.

PLEASE REFER TO THE RISK IDENTIFICATION MANAGERS GUIDANCE – WHERE BASELINE HEALTH SURVEILLANCE IS INDICATED, THE IDENTIFIED ELEMENTS OF THIS ROLE MUST NOT BE UNDERTAKEN UNTIL ADVICE IS RECEIVED FROM OCCUPATIONAL HEALTH.

<b>Job Title</b>			
<b>Department</b>		<b>Location</b>	

What is the patient contact requirement? (tick all that apply)			
1	No patient contact (no in-person patient interaction and no work in clinical environments)		<input type="checkbox"/>
2	Social contact with patients (in person interaction with patients and/or work in and around patient/clinical areas)		<input type="checkbox"/>
3	Direct clinical contact with patients (involved in providing direct patient care)		<input type="checkbox"/>
6	Undertaking Renal Dialysis		<input type="checkbox"/>
7	Undertaking Exposure Prone Procedures (this is <i>ONLY</i> for worker's whose gloved hands may be in contact with sharp instrument or sharp tissues, e.g., bone or teeth, <i>inside</i> a patient's open cavity or wound, <i>where their hands or fingertips may not be completely visible at all times.</i> )		<input type="checkbox"/>
What is the potential exposure to infectious agents? (tick all that apply)			
8	Exposure to blood borne infections (taking or handling blood samples or blood contaminated body fluids and equipment)		<input type="checkbox"/>
9	Exposure to Tuberculosis positive patients or specimens (workers who could have regular, close contact with TB infectious sources which could cumulatively be 8 hours or more)		<input type="checkbox"/>
10	Exposure to pertussis (clinical contact with women in last month of pregnancy and young unimmunised infants)		<input type="checkbox"/>
11	Exposure to biological pathogens in a laboratory or mortuary		<input type="checkbox"/>
12	Exposure to biological agents in groundwork or with untreated water sources		<input type="checkbox"/>
13	Any other specific high-risk pathogens? (give details):		<input type="checkbox"/>
Do any of the below occupational tasks form part of the role? (tick all that apply)			
14	Manual handling of animate (patient) and inanimate loads (>5kgs)		<input type="checkbox"/>
15	Requirement to perform Control and Restraint procedures		<input type="checkbox"/>
16	Display Screen Equipment User		<input type="checkbox"/>
17	Driving DVLA Group 1 vehicles (driving employer's vehicles or driving own vehicle to transport patients)		<input type="checkbox"/>
18	Vocational Driving DVLA Group 2 vehicles (as an integral part of occupational role)		<input type="checkbox"/>
19	Food Workers (the production and preparation of foodstuffs including the manufacturing, catering, and retail industries)		<input type="checkbox"/>
20	Night shift working (regularly working shifts within the period from 11pm to 6 am)		<input type="checkbox"/>
21	Working in isolation (working with neither visual nor audible communication to summon assistance in the event of an incident)		<input type="checkbox"/>
22	Working at heights (work in any place where, if there were no precautions in place, a person could fall a distance liable to cause personal injury)		<input type="checkbox"/>
23	Work in confined spaces (where access and exit are restricted, and physical movement to do tasks is limited e.g. crawl spaces)		<input type="checkbox"/>
24	Work with electrical wiring (repairing or maintaining electrical wiring where colour differentiation is required)		<input type="checkbox"/>
25	Working in extremes of hot and cold temperature (temperatures which may be physically hazardous, and measures cannot be taken to maintain thermal comfort)		<input type="checkbox"/>
Has your department risk assessment identified any health surveillance requirements? (tick all that apply)			
26	Exposure to substances identified as skin irritants or sensitisers (COSHH)		<input type="checkbox"/>
27	Exposure to substances identified as respiratory irritants or sensitisers (COSHH)		<input type="checkbox"/>
28	Exposure to noise (exposures ≥ 85 dB(A))		<input type="checkbox"/>
29	Working with vibrating tools (exposure ≥ 2.5 m/s <sup>2</sup> )		<input type="checkbox"/>
30	Other occupational hazards? (give details):		<input type="checkbox"/>
<b>Recruiting Manager</b>		<b>Ward / Department</b>	
<b>Manager's Email</b>		<b>Contact number</b>	
<p><i>I confirm the above information is an accurate identification of the current role risks.</i></p> <p><b>Electronic signature:</b> <span style="float: right;"><b>Date:</b></span></p>			