

Functional Requirement Form

Occupational Health Service

Dear Manager,

Role/Post Title: Senior staff nurse	Recruiting Manager:		
Ward/Department: GI unit	Line Manager: Ashley Sartini		
Directorate/Site: GMS	Shift Pattern: Long days and Nights		

Please complete <u>ALL sections</u> of the *Functional Requirement Form* (FRF) in order to:

- Demonstrate the functional requirements you seek from applicants for your role
- Enable the prospective applicant to self assess his/her ability to meet the functional requirements of the role
- Identify reasonable adjustments which could be necessary for the applicant to fully undertake the tasks of the role
- Identify components of the role that may have a negative impact on the applicant's health, so that you or the Trust can take preventative measures
- Help the Trust comply with the Equality Act (2010) in providing reasonable adjustments for those who need them.

The FRF should be completed/reviewed for each recruitment episode. Failure to do so may result in unnecessary delays. The completed form should be submitted to the Recruitment Employee Services Area (RESA) team as part of the required documentation for the recruitment episode. If you require any assistance regarding completion of the FRF, please contact the Occupational Health Service via e-mail: OHAdministrator@gstt.nhs.uk.

PLEASE TICK CATEGORY/CATEGORIES THE ROLE INVOLVES Role includes exposure prone procedures (EPP)/ Renal Dialysis (RD)

EPP: invasive procedures where there is a risk that injury to the worker may result in exposure of the

hands may be in contact with sharp instruments, needle tips or sharp tissues (e.g. spicules of bone or teeth) inside a patient's open body cavity, wound or confined anatomical space where the hands or fingertips may not be completely visible at all times. Taking blood (venepuncture), setting up and maintaining IV lines, incision of external abscesses and simple endoscopic procedures are not considered EPP activities.
RD: undertaking haemodialysis or haemofiltration i.e. dialysis unit/ICU including renal nurses.
**** Role is patient facing and/or handling clinical specimens (NON EPP/RD)
Patient facing: clinical roles (doctors, nurses, allied health), porters, cleaning staff, catering etc. Any role with direct contact with patients. Handling clinical specimens: roles which involve the taking, transporting and testing of clinical specimens.
Role is NON patient facing and does not involve handling clinical specimens: office based staff including offices within clinical areas.
Role includes food handling: only those involved in producing, preparing and handling food.
Role includes rotation: only those in a clinical role which involves rotating to clinical areas identified due to the increased risk of exposure to tuberculosis (TB) – Emergency Department, Acute Medicine, Critical Care, Infectious Diseases, Respiratory Medicine, TB/Chest Clinic, Theatres, Medical Admissions Ward, Microbiology and Mortuary.

*Re: Work in confined space (B20 on FRF below). It can be any space of an enclosed nature where there is a risk of death or serious injury from hazardous substances or dangerous conditions (e.g. lack of oxygen). Some confined spaces are fairly easy to identify, e.g. enclosures with limited openings, enclosed drains and sewers. Others may be less obvious e.g. ductwork and unventilated or poorly ventilated rooms. Further guidance is available at: http://www.hse.gov.uk/pubns/indg258.pdf

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