

## **Occupational Health – Frequently Asked Questions (Staff)**

### **What do I do if I have an Accident at work?**

The Occupational Health Service does not provide an accident and emergency service but can be contacted for advice. Inform your line manager and seek medical attention from your first aider or Accident & Emergency if required. Don't forget to complete an incident form.

### **What do I do if I have Diarrhoea & Vomiting?**

Do not attend work - contact your line manager and Occupational Health for advice. We may ask you for a sample to send to the laboratory. In addition, Infection Control / Public Health and Environmental Health may also be notified. In the healthcare setting you should refrain from working until you have been free of symptoms for 48 hours. If symptoms persist, please contact your G.P for advice

### **What do I do if I develop a health problem that affects my capacity to work?**

Inform your line manager. Seek medical advice from your G.P and contact Occupational Health for additional advice.

### **What do I do if I have a Musculoskeletal Disorder e.g. neck, arm or back pain**

Seek advice from your G.P, If Physiotherapy is required you can self refer to the [Occupational Health Physiotherapy Service](#).

### **What do I do if I have a Needlestick / Body Fluid Contamination?**

In the case of a Needlestick Injury you should:

1. Encourage the wound to bleed by squeezing it gently. DO NOT SUCK THE WOUND
2. Wash it thoroughly under running water
3. Cover the injury with a waterproof dressing
4. Report the incident to your Supervisor / Clinical Manager. During weekdays between 0900 and 1700 you should also report the injury to the Occupational Health Service at UHW on ext 43264 or UHL on ext 25140. Outside of these hours and during Bank Holiday's please inform the Emergency Unit at UHW or the Medical Emergency Admissions unit in UHL and then notify the Occupational Health Service for further follow up as soon as the service re-opens.

Please also refer to the [Needlestick & Sharps Injury Policy](#) for further information.

**What do I do if I want to be seen by the Occupational Health service?**

You can self refer by contacting the Occupational Health Service by phone.

**What do I do if I am Pregnant?**

Inform your Line Manager and refer to the Risk Assessment for [New and Expectant Mothers Procedure](#). You can contact Occupational Health if further advice is required

**What do I do if I have a skin problem that could be work related?**

Inform your line manager and contact Occupational Health for advice.

**What do I do if work may be affecting my health?**

Inform your line manager and seek medical advice from your G.P. Contact Occupational Health for advice.

**Do you provide vaccines for Travel purposes?**

The Occupational Health Service does not provide vaccines for general travel but if you are travelling for work purposes the staff member will be charged for the full price of the vaccine.

**How do i access Counselling?**

The [Employee Wellbeing Service](#) provides a confidential counselling service; they can be contacted on extension 44465.

**Am I able to make an appointment with the Occupational Health Doctor instead of my GP?**

No, we do not provide a G.P or an accident and emergency service.

**Is Occupational Health able to expedite hospital appointments?**

No, unfortunately we are unable to expedite hospital appointments