Health education & promotion

Staying healthy - Occupational Health Service provides advice as part of the ill health review and can guide and advise individuals as to where they can obtain information to assist in their personal health and fitness. The wellbeing Service offers health education and health promotion to the staff of the University. This includes help and information for people wishing to stop smoking, the provision of relevant information on health related topics.

By looking after yourself you can feel fitter and look better and you will be protecting yourself against heart disease, stroke and cancer.

No treatment service

The Occupational Health Service does NOT provide a treatment service. Anyone who is injured or taken ill at work should initially seek help from their own departmental first aider or if the situation is more urgent, their nearest accident and emergency department.
The Occupational Health Service aims to promote
the health, safety and welfare of employees of the
University by offering confidential advice and
assistance in:

- Protecting health at work
- Promoting healthy working conditions
- Assisting recovery and return to work after
  illness or injury
- Improving health and fitness for work

The Occupational Health Service is situated opposite ‘The
Edge’ sports centre on Willow Terrace.
You can contact the department by telephoning 0113 343 2997
or University extension 32997.
The Clinical Team consist of Occupational Health Physicians
and Occupational Health Practitioners. They are supported by a
team of part-time administrators.

Confidentiality
Any information about an individual is confidential to the
Occupational Health Service and may not be released to a third
party without the informed consent in writing of the individual
concerned.

Ill-health
If members of staff feel work is affecting their health or a health
problem is affecting their work they should discuss this with
their line manager and human resources who can assist and
support and make a referral to the Occupational Health
Service.

Health surveillance
Some health surveillance is legally required under Health and
Safety legislation, some is recommended by the Health and
Safety Executive and some is regarded as good occupational
health practice to protect the individual.

Health surveillance means monitoring and assessing
individuals undertaking work known to carry health risks.

The health surveillance required varies dependant on the risks
concerned. It can range from maintaining a record of an
individual’s exposure updated at regular intervals or biological
monitoring such as lung function measurements. It may include
ensuring that relevant immunisations are up to date. Anyone
who is concerned that his/her work necessitates health
surveillance should contact the Occupational Health Service to
discuss it.

The Occupational Health Service work with the Health and
Safety Service to assist in hazard control and accident
prevention and provides advice on a wide range of subjects
which include:

- Hazardous chemicals
- Health protection
- Skin care
- Manual handling

Pre-employment health assessment
Following a job offer, some roles require specific medical
assessments. The screening of some individuals is carried out
to ensure that existing health concerns are not likely to be
exacerbated by their work. It is rare for anyone to be completely
unable to undertake a particular job or type of work because of
health problems.

Workplace assessment
A range of workplace assessments can be carried out. The
Occupational Health Service work with Health and Safety, in
the assessment of the working environment to promote
compliance with relevant aspects of health and safety
legislation. Assessment may be carried out to assist with
adjustments that are specific to an individual’s health needs.

Resettlement and rehabilitation
We offer advice on rehabilitation and placement in suitable
work of those temporarily or permanently disabled by illness or
injury. The Occupational Health emphasis is on modifying the
work situation where appropriate to enable individuals to
undertake the work required.

Work related travel
We offer pre-travel consultation, assessment and travel
vaccines for University staff travelling for field trips, conferences
or research purposes.