



HS UK Healthscope (UK) Ltd  
*Occupational Health & Safety*

Providing excellence through  
partnership in health



Occupational Health  
&  
Health Surveillance  
Services Brochure

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## **Introduction**

**Healthscope (UK) Ltd (HSUK) Occupational Health & Safety (HSUK)** is a growing business nationally, providing quality services to its increasing customer portfolio ranging from Local Authorities to private businesses of all sizes.

The company staff boasts a total of 50 years occupational health experience. The service is OH practitioner led, and operates under the supervision of several eminent Occupational Health Consultants who provide, where necessary, medical support to the service.



HSUK provides a high quality, cost effective occupational health service to meet the needs of your organisation.

In 2007 **HSUK** began a working partnership with MedProtect to provide comprehensive, professional and competitively priced medical screening service to small and medium sized organisations across the country. Both companies have Mobile Units which have been fully fitted with all the necessary Health Surveillance equipment including a sound booth for Audiometry testing. This means that we can carry out Health Surveillance work on, or close to, the client's site thereby reducing the amount of time employees are away from their job.

## **Aims of HSUK**

HSUK works in partnership with organisations in providing accessible Occupational Health (OH) expertise within agreed timeframes to ensure a safe and healthy working environment that benefits staff and ensures the organisation continues to meet its legal obligations.

The service aims to provide a cost effective service which:

- Promotes and maintains the highest possible level of physical, mental and social well-being of all employees, through the identification and management of risks to health and
- Supports the organisation in their compliance with Health & Safety legislation.



## **What's in this information pack?**

This booklet gives information about the range of services provided by HSUK in the field of onsite health surveillance, and also the range of Occupational Health services provided by HSUK to organisations across the country as well.

# A closer look at our **Occupational Health Services**

## 1. Occupational Health

### a) Definition

Occupational Health measures and modifies a) regular illness that compromises work and b) illness caused by work. It improves an organisation's ability to deliver by addressing issues of illness, absence and poor performance.

### b) How it works

The HSUK Occupational Health Services Team has specialist skills in improving attendance, enhancing rehabilitation and improving performance.

### c) Confidentiality

Strongly maintaining the confidential environment benefits employer and employee alike, particularly where sensitive medical and personal issues are at the heart of an absence problem.

## 2. Employment screening

### a) Rationale

Medical information should only be seen and assessed by medical professionals. Evidence shows that candidates are less likely to reveal significant conditions to non-medical management. Also, non-medical management are less likely to make justifiable and consistent decisions which may need to bear further scrutiny. We can reduce subsequent sickness absence by positive intervention.

### b) Practicalities

- HSUK can supply you with our preferred health-screening questionnaire, or alternatively give advice on your own in-house questionnaire. We strongly advocate using the HSUK questionnaire, which has been carefully designed to meet exacting medical and legal standards, with maximum efficiency in its day-to-day operation. Dyslexia, reading and writing difficulties should be assessed by management for functional acceptability. Only rarely does this decision need to be medicalised.
- Questionnaire completion should only happen after a job offer has been made.
- Return envelopes directly to HSUK's Occupational Health Department will ensure that processing is efficient, with an answer within 48 hours unless further medical information is required.
- Scrutiny and possible telephone intervention with the candidate may improve a current medical condition and subsequent sickness absence.
- Reports from HSUK to your management contacts are couched in terms of fitness to work, with diagnostic or treatment details only specified with the explicit consent of the potential employee. Reports relate to fitness for the job, adjustments required, not pension scheme admission.
- Designation of those coming under the Disability Discrimination Act will be made.

### c) Costing

An efficient, professional system produces subsequent savings by initiating an accurate baseline and modifying subsequent sickness absence.

### d) Best Practice

The legislative climate that requires elimination or reduction of risks to employee health, the duty of care owed by an employer to his employees and statutory health surveillance, oblige management to have assessments of fitness for tasks conducted by competent professionals.

Employment screening is a major tool in the hands of management and occupational health professionals, to establish:

- The capability of individuals to meet job demands Health & Safety at Work Act 1974 (duty of care), Management of Health & Safety Regulations 1992 (duty to protect).
- Whether functional disabilities require "reasonable adjustments" (Disability Discrimination Act 1996).
- A baseline measure of health and fitness for task, as a means of assessing subsequent adverse effects of work on health.

In addition to these **legislative requirements** there are other reasons for a robust employment assessment programme. There are three recognised business drivers behind the perceived universal need for pre-employment health assessments. These are:

- ☑ To optimise the match between employee capability and job demands;
- ☑ To reduce risks to the health of employees, particularly the vulnerable and susceptible, who have need for reasonable adjustments to their workstation or other aspects of work;
- ☑ To establish the fitness match where minimum criteria are set for individuals to undertake certain hazardous tasks, e.g. driving.

**e) What are the purposes of employment screening?**

Employment screening strives to identify not only general functional capabilities, but also health and personality vulnerabilities. From this information, it is possible to give a prediction of:

1. The likelihood of an individual being able to give regular and efficient service for the foreseeable future.
2. The mental and physical vulnerabilities that require reasonable adjustments to workstations and conditions or require restrictions on type of work.
3. Employment screening does not specify criteria for inclusion or exclusion from a pension fund. This service requires a more extensive questionnaire with criteria specified by the fund trustees.

Outcomes of the employment screening process include:

1. Fit for proposed employment and role;
2. Fit for proposed employment and role with adjustments;
3. Further investigation required; or
4. Unfit for proposed employment and role

On the basis of advice received from OH, management must decide whether to confirm a job offer in view of medical recommendation or failure to meet the task fitness criteria.

**f) Minimum requirements of an employment screening system**

The duty of care owed by an employer to an employee to safeguard their health, safety and welfare requires that the employer know enough about the health, vulnerabilities and needs of the individual to meet these obligations.

Judgements by management, on suitability for employment, must be made on the advice of competent occupational health professionals who should have relevant experience, training and qualifications.

The decision on what level of competence is adequate will need to be made having regard to the statements of the NMC on occupational health nurses and the Faculty of Occupational Medicine on occupational physicians. Core skills needed to advise are important but generally advice from an accredited specialist is to be preferred or should be available in support of a less qualified practitioner. HSUK meet and exceed these minimum requirements

### **g) Clarity of decisions**

Every opinion and decision must be evidence based, transparently right and meeting duty of care to protect the individual from harm. Challenges to decisions and opinions are becoming more frequent and competent advice incorporating skills and the professional experience of occupational health is necessary. Decisions will be judged right in tribunals if due process and skilled judgements have been made.

Professional, medical staff understand that their duty of care is to the employer and not to the potential employee with whom they do not have a care relationship. (Kapfunde vs. Abbey National and Daniel).

Jobs should be offered prior to employment medical screening and offered subject to medical fitness.

Management must avoid using the occupational health adviser's opinion as the reason for refusing an offer of work to an applicant. Management must decide based on medical advice and other factors (e.g. references) whether the applicant is to be given a job. The acceptability or otherwise of previous sickness absence, which must be asked about by Human Resources or management in the recruitment process, is a matter for management decision and not medical advice. Occupational Health can advise on the likelihood of its recurrence but not its acceptability.

### **h) Pitfalls of the employment screening process**

Incomplete disclosure or fraudulent non-disclosure of information relevant to the proposed position can lead to errors of judgement in placement and mismatching of capability with the demands of the task.

Many businesses include a statement in their employment screening documentation, which requires full disclosure of all relevant health information and advises the applicant that failure to disclose will invalidate their appointment. This disciplinary action is rarely contested, where the applicant has been vulnerable to risks inherent to the proposed work task.

Management is not now permitted to require an employee to be fit for all work but must assess fitness for the proposed task. The Disability Discrimination Act 1996 (DDA) has brought about this change. It may be discriminatory to refuse a job to an applicant with a disability because the individual cannot do all the tasks. The DDA requires reasonable adjustments to workstations, hours and other conditions of employment to make it possible for the disabled applicant to do the task(s). Employers may only refuse a job offer if they have examined the feasibility of such reasonable adjustment and alternative job opportunities.

Not knowing is no defence where duty of care is owed. Matching the physical and mental capabilities of employees to the demands of tasks is an essential feature of successful business. Employee efficiency and effectiveness will only be maximised by this match being optimum.

### **i) Cost Benefits of employment Screening**

To assess cost benefits numerous factors must be considered:

- a. Compliance with legislation vs Cost of Health and Safety Executive enforcement
- b. Avoidance of Disability Discrimination Act claims and tribunal costs
- c. Reduction in Lost Time Accidents due to maintenance of fitness criteria and standards
- d. Reduction in Employers Liability claims through proactive management of risks to health
- e. Increased efficiency as employee capability is matched to job demands
- f. Early identification of work related health defects from previous employment
- g. Early identification of health problems needing treatment by primary care group will result in appropriate referrals. OH advisers have a public health role.
- h. Identifying employees at increased risk of frequent or long term sickness absence
- i. Setting a baseline against which adverse change can be measured

The costs of these elements will vary between organisations that have different levels of recruitment and potential risks to health. An organisation may be able to get a 'cost benefit' estimate by seeking an answer to the question "Would an employment/pre-placement health review have prevented cost in each of the above categories". Summation of assessed costs gives an estimate of the value of screening when added to the costs of unmanaged sickness absence.

### 3. Sickness Absence

#### Some Sickness absence facts:

- Short-term absence is not always convincingly related to illness
- Long-term absence is convincingly related to illness
- Chronic illness – men are off work longer than women
- Past absence is the best predictor of future absence (better than job satisfaction, job involvement or supervisory satisfaction)
- Younger employees – short spells, older employees – longer spells
- Psychiatric sickness absence reduces with increasing duration of service
- There is greater sickness absence in lower grades
- The above pattern is for long term and short term, thus not under reporting by seniors
- Social support at work has most protective effect against anxiety and depression
- Social support has the most protective effect against short-term sickness absence
- Both high work control and high work demands predict lower absence in both men and women
- There is lower sickness absence in married compared with unmarried men
- Absence falls with senior management involvement
- Occupational health involvement improves return to work times

In an era of significant market competition, tight management of the human capital in every organisation is increasingly significant and important.

Clear and effective partnership between Human Resources and Occupational Health is vital to manage attendance positively.

**“The involvement of occupational health professionals is key to the management of long-term absence”.**

***Chartered Institute of Personnel Development 2002 Survey***

#### a) Rationale

Absence is management’s responsibility. If an underlying medical condition is suspected as the reason, Occupational Health provides an independent, authoritative opinion which can unlock treatment or suitable adjustments for either short or long-term absence.

## **b) Practicalities**

We have a specially designed Occupational Health Referral form which we encourage all clients to use. This form specifically requests the following information:

- Appointment requests must include date, time, place and reason for referral
- Personal data (e.g. date of birth, employment date)
- Job title and description
- Sickness pattern – dates and reasons
- Management issues and questions
- If the employee is covered by Private Medical Insurance.
- Any consent for reports from GPs or specialists will be signed at the consultation
- Expectation form to be given by manager to employee

## **c) Appointments**

Initial and/or complicated sickness absence appointments last one hour. Follow-up appointments generally take 30 minutes.

## **d) Referral questions should include:**

*(these feature on the HSUK Occupational Health Referral Form)*

- Is the illness caused by work?
- Is she/he fit for work?
- A return to work date
- Can normal duties be resumed?
- Any adjustments to work or hours?
- Likelihood of recurrence?
- Restricted duties, redeployment or retirement.

## **What Healthscope (UK) Ltd Occupational Health Services offer**

- Detailed investigation of causes of absence, including consultation and obtaining confidential information from GPs and specialists
- Unlocking early return to work and consequent major savings
- Expert recommendations on rehabilitation and adjustments to promote graded return to work
- Independent medical advice to manage relationship and stress issues
- A confidential environment where underlying reasons for sickness absence can be properly explored
- A track record for early return to productive work
- A positive experience of medical progress for both individuals and management
- A detailed strategy for addressing the two major causes of sickness absence – stress and musculoskeletal problems (e.g. backs, arms and necks)
- A cost effective intervention that benefits the business

- A coherent and defensible role in ill-health retirement decisions
- A defined role in reducing sickness absence
- Puts the employer in a strong defensive position in the event of a subsequent legal challenge.

## **Our Occupational Health Commitment**

### **a) Efficiency**

We aim for timely response in absence management and swift, accurate pre-employment decisions

### **b) Quality**

- Clear reports
- Senior expertise
- Shrewd letters to GPs/specialists – explaining appropriate questions

### **c) Independence/ Impartiality**

With difficult management issues we aim to unlock situations by measured, independent impartial opinions

### **d) Audit**

We regularly monitor clinical outcomes and patient satisfaction

## **4. Ill-health retirement**

### **a) Rationale**

Precise grounds for ill-health retirement are specified in the pension policy and the wording is important. Usually permanent incapacity is required.

### **b) Practicalities**

Collating the evidence and examining the employee takes time and expertise to come to clear and authoritative conclusions.

## 5. Health Surveillance

Employees may be exposed to certain substances and work processes which may pose a risk to their health. Where reasonably practicable measures should be taken to control and minimise these risks i.e. training and risk management. Health surveillance medicals will be carried out as required on an individually agreed timescale in conjunction with legislation.

### Mobile Health Surveillance Unit:

Using our Mobile Units which have been fully fitted with all the necessary Health Surveillance equipment including a sound booth for Audiometry testing, HSUK and MedProtect are able to carry out Health Surveillance on, or close to, the client's site thereby reducing the amount of time employees are away from their job.

HSUK and MedProtect work in partnership to provide a national mobile health surveillance service which is both efficient and competitively priced.

MedProtect carries out health surveillance in the Northern Territories and HSUK carries out health surveillance in the Southern Territories. It is worth noting, however, that the client will be given one point of contact for purposes of booking and invoicing.

### Referral for assessment:

Individuals identified by risk assessment as having significant risk of exposure to any of the below hazards will be registered on an appropriate health surveillance programme.

Health Hazards include:



- Manual handling
- Vibration
- Driving
- Display screen equipment
- Repetitive tasks
- Stress
- Noise
- Carcinogens
- Other substances – chemical or biological.
- Respiratory & skin irritants

In addition OH advice on risk assessments will be provided for the following:

- Young persons
- Night workers
- New and expectant mothers
- Those with identified disabilities

**Any difficulties in this process will be highlighted to the organisation.**

## 6. Disability Discrimination Act 1995

The Occupational Health Service will advise the organisation on individual requirements covered by this legislation. i.e. when reasonable adjustments required enabling the individual to continue working and/or suggestions for suitable alternative employment. This could require further workplace risk assessments and/or the involvement of other organisations such as "Access to Work" who can further support the organisation in obtaining resources i.e. equipment, assessment and training.

## 7. Health Education



Health education falls into two main categories:

- Lifestyle
- Occupational

Lifestyle topics might include:

- Smoking
- Alcohol
- Exercise
- Diet
- Stress

Occupational topics might include musculoskeletal disorders due to:

- Repetitive movements
- Lifting
- Handling
- Poor posture
- Stress

National statistics indicate that both musculoskeletal and mental health issues are the two most significant causes of sickness absence in the UK workforce.

### **Individual**

This would be carried out when the individual needs are identified during health surveillance or by management referral.

### **General**

This will be addressed by regular health promotion campaigns during seminars and health events, also utilising available intranet facilities.

HSUK will ensure that information is current and topical. Where possible, campaigns will coincide with national health promotion initiatives.

### **Health at Work**

The Occupational Health Service will work with the organisation to establish policies and protocols for workplace health management.

## 8. Health Consultations

### *Employee Support*



All Healthscope UK nurse practitioners possess counselling skills, this enables effective employee support and facilitates appropriate referral to other agencies such as the GP or local mental health team in extreme circumstances.

We are delighted to be working in partnership with, Enlighten Employee Assistance Provision who can provide an Employee Assistance programme and we consider this is an invaluable asset to employee support. This can be provided at extra cost.

General health advice, both occupational and non-occupational will be available to all employees. Such advice will be impartial and confidential.

Referral to an employee's GP will be facilitated by the Occupational Health Practitioners. Healthscope UK is committed to a continuing professional relationship with these supporting agencies.

## 9. Health Screening

HSUK can provide regular health screening service for staff.



This would include:

- Height
- Weight
- BP
- Cholesterol
- General lifestyle assessment

Each client will receive a printed result and the necessary lifestyle improvement literature. Clients with abnormal results will be referred to their GP's (with consent) by an accompanying letter from the screening nurse if appropriate.

HSUK will work to professional referral criteria, with regard to general health screening results.

## 10. Working Pattern

The nurse practitioners have a flexible approach to working hours and will meet the requirement of the organisation, aware that some consultations and visits may be required outside the normal working pattern.

It would be helpful to have a consulting room/office made available on site as required.

Appointments for the Occupational Health Physician or Consultant will be planned as required.

Home visits will be carried out when required.

An occupational health help line is available from the company HQ to ensure best use of practitioner time.

Administration support will be available to support the service.

The contract will be managed and supervised by a senior occupational health advisor who will be available to deal with any issues raised by the client.

It is expected that regular meetings will take place between a representative from the client and the contract manager.

## 11. Confidentiality

*" All registered nurses are accountable for his/her practice and in the exercise of professional accountability shall respect the confidential information obtained in the course of professional practice and refrain from disclosing such information without consent of the client" NMC*

**HSUK takes seriously its responsibilities in respect of client confidentiality, data security and protection. It will therefore through policy and procedures ensure that all staff are trained at induction and thereafter on an annual basis.**

Confidential medical records are stored and maintained appropriately.

## 12. Other Services Available

Training:

- Stress Management Training
- Sickness absence Management
- Induction – meet occupational health
- Manual Handling

## 13. Summary

HSUK is committed to continual improvement in its service delivery. Auditing of service usage and customer satisfaction is a priority. We therefore welcome the opportunity to meet regularly with an organisation representative for service reporting and feedback.

HSUK has the ability to facilitate a service to support your organisation meet it's legal obligations in respect of health and safety and promote a culture of well being within it's employees.

## 14. Contact Details for your Occupational Health Service needs

**Contact Name:** Elaine Higson (Director)

**Address:** Healthscope (UK) Ltd  
Kemp House  
58 Robin Hood Way  
Winnersh  
Wokingham  
Berkshire  
RG41 5JH

**Tel:** 0118 977 5036

**Fax:** 0118 977 1254

**Email:** [elaine.higson@healthscope.com](mailto:elaine.higson@healthscope.com)

**Web:** [www.healthscopeuk.com](http://www.healthscopeuk.com)





# A closer look at our **Mobile Health Surveillance services**



### **Did you know?**

If you have employees at risk from solvents, fumes, dusts, biological agents and other substances hazardous to health, then health surveillance may be required. This is where we can help through our Mobile Health Surveillance Units that travel across the country providing professional, cost effective and friendly health surveillance support.

### **Bringing peace of mind for Employers**

One of the key roles of the Mobile Health Surveillance clinics is to support employers in fulfilling their legal health and safety obligations. They and their staff may be exposed to certain substances and work processes which may pose a risk to their health. If this is the case, health surveillance may be required to ensure compliance with the series of H&S regulations such as:

- Management of Health and Safety at Work Regulations 1999
- Control of Substances Hazardous to Health (COSHH) Regulations 2002
- Control of Vibration at Work 2005
- Noise at Work Regulations 2005

Our job is not to point the finger, but to help support employers in trying to wade their way through these legal obligations, and to support them and their staff as we help them create healthy and safe places to work.

### **Bringing peace of mind for Employees**

Through the work we do, we constantly strive to promote and maintain the highest possible levels of physical, mental and social well-being of all employees in the organisations we support. Our staff are trained to the highest standards in health surveillance and workplace safety. We also pride ourselves on the back-up support offering help and advice on any health and safety matters.

We seek to look after employees exposed to hazardous working conditions and substances such as chemical or biological substances that could affect skin; fumes and other harmful substances; dust and other respiratory irritants; loud and constant noises; and hand-arm vibration injuries. We carry out a number of assessments to measure the health and well-being of all staff that are exposed to such conditions. Some of these assessments are outlined later in this booklet.

## A closer look at our Mobile Units

Our Mobile Units, operated by fully trained Occupational Health technicians, contain all the equipment needed to conduct necessary medical tests. This includes:

- Audiometer and sound-proofed hearing test booth
- Computerised spirometer for lung function testing
- VDU vision screener



By bringing our Mobile Health Surveillance units onsite to garages, workshops and other workplaces, this minimises the time taken for employees to leave the workplace to undertake mandatory health screening.

We also bring our Mobile Units to trade exhibitions to raise awareness of the services that we provide in support of employers as they work towards meeting the Health and Safety regulations. For example, we attended the MechanEx Trade Exhibition at Sandown Park, London.

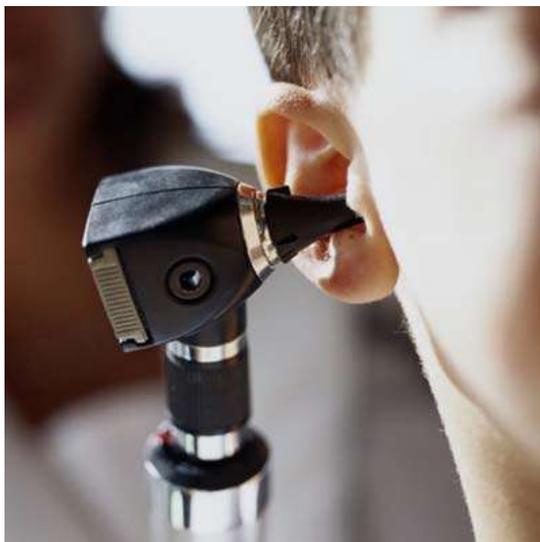
## 1. Services we provide

We provide a number of assessments onsite, to suit the needs of the organisation that we are supporting. Some of the most common assessments are as follows:

### A. HEARING TESTS

To comply with legal obligations under the Controlling Noise and Work and Management of Health and Safety at Work regulations, all employees who work in a noisy environment must be provided with suitable hearing protection. They should also be provided with a hearing test to prove the effectiveness of the company's Hearing Conservation measures.

Regulations state that as a rule of thumb, if there are areas of your workplace where employees have to raise their voices, or have difficulty in being heard clearly by someone about 2 metres away, or find it difficult to talk to each other, you may have a noise problem.



HSUK will provide onsite hearing tests in a purpose built mobile clinic. This will enable the employer to comply with their legal obligation in the most convenient and cost effective way. Employees will be away from their workstation for the shortest possible time but will receive a full audiometric test, to the standard expected by the Health and Safety Executive. After completing a questionnaire, including a full history of medical problems, and previous noise exposure in work or elsewhere we will conduct a hospital standard screening test in our sound proofed booth. The results will be categorised by the HSE prescribed method. Direct viewing of the structure of the ear by Otoscopic examination will also be provided, as standard, to detect infection or disease of the ear. The results will be discussed with the employee, and any problems will be investigated further in correspondence with their General Practitioner.

On completion of the tests a certificate will be provided to the employer with all the information necessary for Health and Safety assessment or for the HSE inspectors should they visit the premises. Any health and safety implications identified by the tests will be discussed on the day.

[For more information, visit the HSE Home Page: [www.hse.gov.uk](http://www.hse.gov.uk) or feel free to contact us]

### B. DERMATITIS CHECKS

All employees who are exposed to substances that are hazardous to their health must have a dermatitis check to comply with the health surveillance monitoring outlined in the COSHH (Regulation 11).

A full list of the substances that may cause occupational dermatitis can be supplied on request. The list will include epoxy resins, solvents, paints and engine oil.

The employee will be requested to complete a questionnaire before his/her hands are checked to establish whether dermatitis is present.



If dermatitis is suspected or detected HSUK will issue a letter for the employee to give to his/her family doctor.

Information and instruction is given in good skin care practices, and the necessary steps to take if skin problems occur. The dermatitis check should be carried out annually.

### C. LUNG FUNCTION TESTS

After completing a medical questionnaire, either on paper or computer, the lung function screening test will be carried out using a computerised spirometer.

Four classifications are used for the lung function screening tests:

**"within normal limits"**

**"obstructive"**: Means that the employee has airways obstruction caused by conditions including bronchitis, asthma (occupational or non-occupational), emphysema, etc.

**"restrictive"**: This classification indicates that the employee may be suffering from diseases affecting the ribs or the vertebral column, the tissue of the lung, or be due to normal physiology.

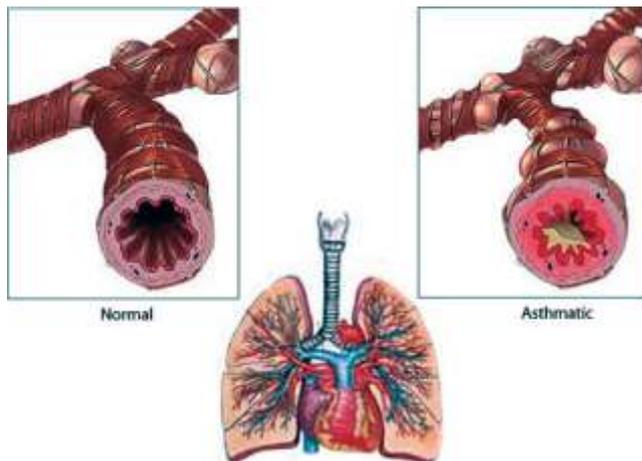
**"combined"**: An employee who is classified as combined is both "obstructive and restrictive". Those employees who are found to be classified as obstructive, restrictive or combined must fill in another, more detailed questionnaire. The results of the test, along with the completed questionnaire, will be shown to the HSUK occupational health physician.

They will analyse the data and write to the employee's family doctor with their findings. The employee must make an appointment with his/her family doctor, for a more detailed examination. HSUK provides this referral service at no additional cost.

An employee failing the test may be issued with a peak flow meter for further monitoring. This enables the HSUK occupational health physician to gain a more detailed insight into the employee's medical condition. The company will be advised of the situation and HSUK will supervise and co-ordinate all correspondence between the occupational health physician and the employee's family doctor. HSUK offers this service free of charge.

The lung function screening test should be carried out annually. However, where an employee has been classified as obstructive, restrictive or combined or the employees are working in a high risk environment, it is recommended that the lung function screening tests are carried out at six monthly intervals.

A full list of the substances that may cause occupational asthma can be supplied on request.



### D. HAND-ARM VIBRATION ASSESSMENTS

Hand-arm vibration is vibration transmitted into your hands and arms when you use hand-held powered work equipment. Too much exposure to hand-arm vibration can cause hand-arm vibration syndrome (HAVS) and carpal tunnel syndrome.

HAVS affects the nerves, blood vessels, muscles and joints of the hand, wrist and arm. It can become severely disabling if ignored. It includes vibration white finger (see picture, right), which can cause severe pain in the affected fingers.



Carpel tunnel syndrome is a nerve disorder which may involve pain, tingling, numbness and weakness in parts of the hand, and can be caused by, among other things, exposure to vibration.

You may be at risk if you regularly use hand-held or hand-guided power tools and machines such as: concrete breakers; sanders; grinders; hammer drills; chipping hammers; chainsaws; hedge trimmers; scabblers; needle guns etc. You may also be at risk if you hold workpieces which vibrate while being processed by powered machinery such as pedestal grinders.

HSUK carries out Hand-Arm Vibration assessments to help ensure those suffering from HAVS or Carpel Tunnel Syndrome are identified and referred appropriately, and to prevent others from developing these conditions.

[For more information, visit the HSE Home Page: [www.hse.gov.uk](http://www.hse.gov.uk) or feel free to contact us]

## 2. Other useful websites

To ensure we continue to offer the comprehensive service required by businesses today, we partner with a multidisciplinary group of professionals who are able to support our bespoke services.

Some external links related to the field of Occupational Health & Safety and Health Surveillance are provided below:

- Health & Safety Executive:- [www.hse.gov.uk](http://www.hse.gov.uk)

## 3. Summary

HSUK is committed to delivering a professional, friendly and cost-effective service to organisations right across the country. We aim to help employers comply with statutory regulations whilst ensuring employees remain happy and healthy. If you would like any additional information about the range of services we provide, please do not hesitate to get in touch.

## **APPENDIX Available on request**

### Examples of literature from the Health & Safety Executive

- ✓ Respiratory sensitisers and COSHH
- ✓ Protect your hearing or lose it
- ✓ Preventing contact dermatitis at work
- ✓ Hand Arm Vibration