



OM000442– Health Surveillance Policy

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1						
2						
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1. Health Surveillance Policy

Objective: To reduce the risk to workers from adverse exposure to physical hazards and hazardous chemicals, by providing a framework to conduct and monitor Health Surveillance in the workplace.

Scope: This policy applies to all A2Z Services workplaces, and workers. Work health hazards requiring Health Surveillance may include but are not limited to: noise, hazardous chemicals, dangerous goods, fumes, dust, gases and pathogens.

Policy: A2Z Services acknowledges that it has obligations under current WHSMS Legislation to undertake Health Surveillance if exposing workers to hazardous chemicals and processes which have the potential to result in disease or adverse health effects. Health monitoring is not an alternative to implementing control measures.

A2Z Services will ensure that Health Surveillance is carried out if:

- A worker is carrying out on-going work using, handling or storing hazardous chemicals and there is a significant risk to the worker's health because of exposure to a designated hazardous chemical, as described in the current WHS Legislation;
- If it is uncertain, on reasonable grounds whether the exposure to the hazardous chemicals has resulted in exceeding the biological exposure standard;
- Workers are exposed to noise levels over the relevant Noise Exposure Standard.

The following tasks will form the framework to identify the need to conduct Health Surveillance and the process involved in the conduct and monitoring of Health Surveillance:

- Identification of situations where a worker may have on-going exposure to hazardous chemicals and/or hazardous operations that may have a negative impact on their health;
- Assessment of the extent of the risk associated with the work;
- Establishment of control measures using the hierarchy of controls;
- Creation of a process for monitoring the health of workers, as per the relevant current WHS Legislation and Australian Standards;
- Regular consultation with workers who are required to participate in Health Surveillance, or who work in situations where their health may be negatively affected by on-going work with hazardous chemicals and/or processes;
- Documented systems to monitor and evaluate the effectiveness of the risk control measures.

2. Health Surveillance Procedure

Responsibilities:

At A2Z Services the PCBU is responsible for ensuring that there is a safe system in place for workers

At A2Z Services the HSR/WHS Manager is responsible to:

- Determine if and when health surveillance and monitoring is required;
- Consult with workers during all phases of health surveillance;
- Maintain accurate records including the Health Surveillance Record;
- Familiarity and understanding of this and any other procedures associated with health surveillance and monitoring;
- Liaison and coordinate with registered medical practitioners engaged by A2Z Services to perform health monitoring services;
- Provide information and training to workers as required.

Workers are responsible to:

- Cooperate with reasonable directions in respect of health surveillance and monitoring processes;
- Wear appropriate personal protective protection as required as per the relevant SWMS and workplace procedures;
- Be familiar with, understand and follow this procedure.

Procedure:

A2Z Services will:

- Inform workers and prospective workers about health surveillance requirements;
- Ensure health monitoring is carried out by or under the supervision of a registered medical practitioner with experience in health monitoring;



- Consult workers regarding the selection of the registered medical practitioner as required;
- Pay all expenses relating to health monitoring of A2Z Services workers;
- Provide information about a worker to the registered medical practitioner;
- Take all reasonable steps to obtain a report from the registered medical practitioner as soon as practicable after the health monitoring has been carried out;
- Provide a copy of the report to the worker and State Authority, accompanied by a written explanation of the meaning and implications, if the report contains adverse test result or recommendations to take remedial measures;
- Provide the report to all other PCBU who must provide health monitoring for the worker;
- Retain reports as confidential records for at least 30 years after the creation of the record;
- Complete and maintain the Health Surveillance Record;
- Not disclose the report to anyone without the worker's written consent unless required under the current WHS Legislation.

The personal information of individual workers, including medical reports and Health Surveillance, will remain confidential at all times between the relevant senior manager and the worker.

For worker exposure to noise, refer to the Hearing Protection and Audiometric Testing Procedure.

FORMS AND REGISTERS

Document number	Document Name
OR0030	Health Surveillance Register