

Staff Health Monitoring Guideline

This Policy is the property of Distil Group Guideline:

This guideline outlines the processes required for monitoring the adequacy and effectiveness of precautions taken to protect staff health from occupational and environmental hazards. The guideline supports the following documents which should be consulted for responsibility requirements;

- Monitoring Staff Health Procedure
- Pre employment Checks on Prospective Employees Policy The basis of monitoring is to assess exposure to those hazards and, where necessary, the health effects to staff that may have been exposed.

This guideline includes requirements and rationale for pre-employment, task and exit assessments.

1. Types of Monitoring

• Occupational environmental monitoring Occupational environmental monitoring involves environmental measurements, for example, air or dust sampling, sound levels and so on. Environmental monitoring must be representative of the process using appropriate sampling methods.

• Health monitoring involves direct monitoring of an individual's health indicators such as blood, urine or lung function tests, audiometric tests and so on. Health monitoring is required where there is an identifiable disease or health effect that is related to the occupational exposure. There must be valid techniques for detecting the indicators of the effect of the hazard on the individual's health.

2. Health Monitoring Assessment and Process

The purpose of health monitoring is to determine if the precautions taken to protect staff from occupational hazards are adequate and effective. Health Monitoring Assessment Procedure

1. Supervisors and/or Managers are to ensure that all identified hazards are placed in the Department and are fully assessed and controlled through the hierarchy of controls. This is essential as health monitoring requirements are dependent on hazard control methods.

2. Where control for a significant hazard is to minimise exposure and personal protective equipment use is required, Supervisors/ Managers are to ensure health monitoring if practicable is undertaken. The assessments recommended below are only invoked if the hazard cannot be eliminated, isolated, or minimised to a safe(1) level.

3. Despite the mandatory requirement, health monitoring can only be used in the following situations

- There must be an identifiable disease or health effect related to the exposure
- There is evidence a health risk exists
- Health surveillance techniques are available



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