

Referrals to Occupational Health

GPs tend to be the first healthcare professional that people encounter when they are off sick from work. However most common health problems can be accommodated at work and Occupational Health Services provide advice on adjustments which can be considered in helping people to continue at work safely.

Referrals can be made by the staff member's line manager (management referral).

Management referrals can be made using the appropriate form and then forwarding on to the Occupational Health Department where an appointment will then be sent out to the staff member. If unsure where to obtain the form from please contact the Occupational Health Department.

NHS staff can request self referral appointments by contacting the department direct.

Occupational Health Department

We are located upstairs in Montfield, access is via the white door off to the left hand side of the building, enter through the door and follow up the stairs, reception is on your left hand side at the top of the stairs. Please note that this access to Montfield involves climbing stairs, therefore if you have poor mobility you may wish to use an alternative entrance.

An alternative entrance is via the double sliding door situated on the ground floor which is an NHS and SIC joint entrance, then follow through the door and down the corridor taking the lift to the upper floor, Occupational Health is then around the corridor on the left hand side.

We are open Monday to Friday, 9am to 5pm.

Bernadette Dunne
Full Time - Senior Occupational Health Advisor

Jean Diggle
Part Time - Occupational Health Advisor

Sam Wylie
Part Time - Occupational Health Nurse

Sheila Williamson
Bank - Occupational Health Nurse

Leanna Copland
Occupational Health Technician/Administrator

Mark Hilditch
Visiting Occupational Health Physician



Occupational Health Service

Specialising in the relationship
between health and work.



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shet-hb.occupationalhealth@nhs.net

The aims of the service are to prevent work related illness and injury, and to promote and maintain health within the workplace.

Confidentiality and Medical Ethics

The Occupational Health Service (OHS) is subject to a range of statutory restrictions that ensure patient confidentiality and protection of sensitive medical information.

Medical reports from the Occupational Health Service will not include clinical details about diagnosis, treatment or symptoms without the informed consent of an employee.

Relationships with Occupational Health Professionals are built on trust, respect and confidentiality is the key to this relationship.

All Occupational Health Records are held within the department, securely and confidentially in accordance with the regulations relating to the Data Protection Act and the Access to Medical Records Act.

Access to clinical data will be restricted to Occupational Health Professionals only.

Services Offered

Pre-Employment Assessment

The aim of the assessment is to ensure that you are fit to carry out your job, protect you from any health hazard that you may encounter and identify any modifications or adjustments needed to help you in your work.

Health Surveillance

In your work you may come across a variety of health hazards such as chemicals, dusts, noise or infectious disease. Regular health surveillance is carried out to protect you from exposure to hazards at work. Your line manager assesses if health surveillance is required.

Workplace/Workstation Assessments

The OHS provides advice on the health aspects of departmental risk assessments as well as workstations.

Immunisation

It is important that you are immunised against infectious disease to protect you and those you care for.

Needlestick Injuries

The OHS provides treatment and advice on needlestick or similar incidents involving body fluids. All needlestick injuries must be reported as soon as possible.

Night time Workers

Under working time regulations an employer must offer night workers a free health assessment before they start working nights and on a regular basis while they are working nights. This is to identify any conditions that might mean that working at night poses a potential risk to the employee's health and safety.

Health Promotion

The OHS promotes and encourages health and well being in the workplace. It does so by promoting positive lifestyle practise on topics such as diet/ exercise, mental health and alcohol.

Health Checks

This assessment is designed to look at lifestyle issues as well as screening for a few potential health problems such as hypertension, diabetes and raised cholesterol. It is not intended as a medical consultation for diagnosis or treatment of ongoing medical conditions.

Specialist Occupational Medical and Nursing Advice

If you have a medical problem you are concerned may affect your work, Occupational Health has a team of professionals who can confidentially assess and provide you with advice.

Case Management

The OHS provides advice and guidance on fitness to work to both the employee and employer to support people at work with a variety of health issues. Occupational Health Advisor's are trained in CBT skills which evidence shows is most effective in providing support to staff returning to work.

Stress Management

We all experience, throughout our lives, pressures at work, relationships, family, financial worries etc. Occupational Health offers help, advice and training to managers and staff on managing stress using cognitive behavioral therapy techniques.

If you are experiencing abnormal levels of stress it is important that you talk to your GP or Occupational Health who will be able to help you.