

Occupational Health Appointment Information Sheet (V5)

Please read the following information carefully before your appointment, to be prepared with anything you need to know or bring with you.

If your appointment is for a Health, Safety and Wellbeing Medical (HSW) and/or a Drugs and Alcohol Test:

- Please arrive around 5 to 10 minutes before your scheduled appointment time
- Please come well hydrated as you will be required to provide a urine sample.
- Please refrain from drinking any energy drinks or caffeine that could affect your heart rate and blood pressure.

Please bring with you:

- Photo ID-acceptable photo ID sentinel card, virtual sentinel on mobile, original passport (no photocopy), current photographic work badge, original driving licence (no photocopy) or citizen photographic card.
- A list of all nonprescription and prescription medication.
- Your prescription glasses.
- Any recent/ relevant specialist reports/GP letters and/or test investigation results that may be of assistance.
- Please ensure you bring any prescribed Inhalers.
- **If you wear hearing aids**, bring an annual copy of an audiology report where hearing was tested wearing hearing aids. The audiologist form will outline the specific hearing standard requirements / thresholds
- **If you have diabetes, in addition to the above please bring with you:**
- Your glucose meter with memory function, if you have been provided with a meter by your GP/diabetic team. If you are prescribed insulin or prescribed medications that may carry a risk of hypoglycaemia (low blood glucose level) 6 weeks of glucose meter readings require to be available to view at the HSW appointment,
- If using a continual monitoring device e.g., Libre2 the required information can be obtained from the device at the time of your medical (please be familiar with how to obtain a report showing at least 3 months on your device)
- Your latest HbA1c result (ideally within last 3 months). HbA1c is your average blood glucose (sugar) level for the last three months that is a blood test that is completed at GP/diabetic specialist appointments.

If your appointment is for a Performance and Attendance Management Referral:

What to expect at the appointment?

The practitioner will discuss your health and work with you, explore issues which may be affecting your work, and support or adjustments to your work which may help and produce a report for your line manager with your consent.

- Please arrive around 5 to 10 minutes before your scheduled appointment time

Please bring with you:

- A list of any medication that you are prescribed.
- Any recent and relevant specialist reports/GP letters that may be of assistance.

If your appointment is for a Health Surveillance Telephone call:

- Be available to take the call.
- Please ensure you are not breaking any Life Saving Rules by taking calls when driving.
- Please ensure you are in a quiet and private place where you can discuss your health issues/concerns.

If you are attending for a Lung Function Test/Spirometry:

- Please ensure you bring any prescribed Inhalers.

If you are attending for an NDT Vision Assessment and have corrected vision

- Please ensure you bring the glasses, contact lenses or safety glasses that you wear when completed NDT inspection work for Network Rail

If you are attending for a Group 2 Driver Medical Assessment:

Please ensure you bring.

- DVLA D4 form to be completed.
- Driving glasses and your current glasses prescription if you wear glasses (not contact lenses) to meet the eyesight standard needed for driving.
- GP medical summary, that confirms no known health conditions or current treatments that may impair safety to drive Group 2 vehicles.

For all face-to-face Occupational Health appointment types

If you (or a companion, accompanying you to an OH Centre) have a mobility or other accessible issue you feel you need to inform us about, so we can help you evacuate safely

in an emergency please complete a  [Personal Emergency Evacuation Plan](#) form and email it to us at OHService@networkrail.co.uk as soon as possible. Thank you.

Contacting the Network Rail Occupational Health Team

If you have any queries about your appointment, please contact the team on 0800 3160066 or by email via: OHService@networkrail.co.uk

If you need to change or cancel your appointment, please let your line manager know as soon as possible.

You can also visit our website for further information:

<https://occupationalhealth.networkrail.co.uk/>