



Consent in Occupational Health & Wellbeing

Before any personal information is disclosed to a third party, it is the practice of the Occupational Health and Wellbeing Team to obtain the necessary consent.

Adequate consent is defined as being:

- **Free from coercion**
No external pressure can be applied to try to influence someone's decision.
- **Fully informed**
The person must be aware of the process that is taking place and the likely consequences.
- **Specific**
Consent only applies at the time and for the circumstances in which it is first obtained.

Consent may be:

- **Implied**
e.g. ad hoc telephone advice, blood tests, blood pressure check.
- **Verbal**
e.g. vaccinations and telephone consultations.
- **Written**
e.g. written reports to referring managers, requests for information from your GP or Consultant, requests from solicitors for copies of your records.

Where a physician/advisor prepares a report for a manager, you have three options:

1. Not to have a copy of the report
2. To have a copy of the report as it is sent to your manager (simultaneous disclosure)
3. To have a copy of the report before it is sent. In this case a copy will be sent to you and you will be asked to respond within 3 working days..

There should be no surprises when reports are sent to your referring manager. The physician/advisor should inform you about the purpose and nature of the information disclosed and that relevant information cannot be concealed or withheld. Consenting to a report does not mean agreeing with the opinion given in the report. Although you are unable to change our opinion, if you disagree with the opinion you can ask the practitioner to make this clear in the report.



Occupational Health
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