



Occupational Health Information for Incoming Interns May 2020 Pre-Placement Health Assessment Process - Flowchart

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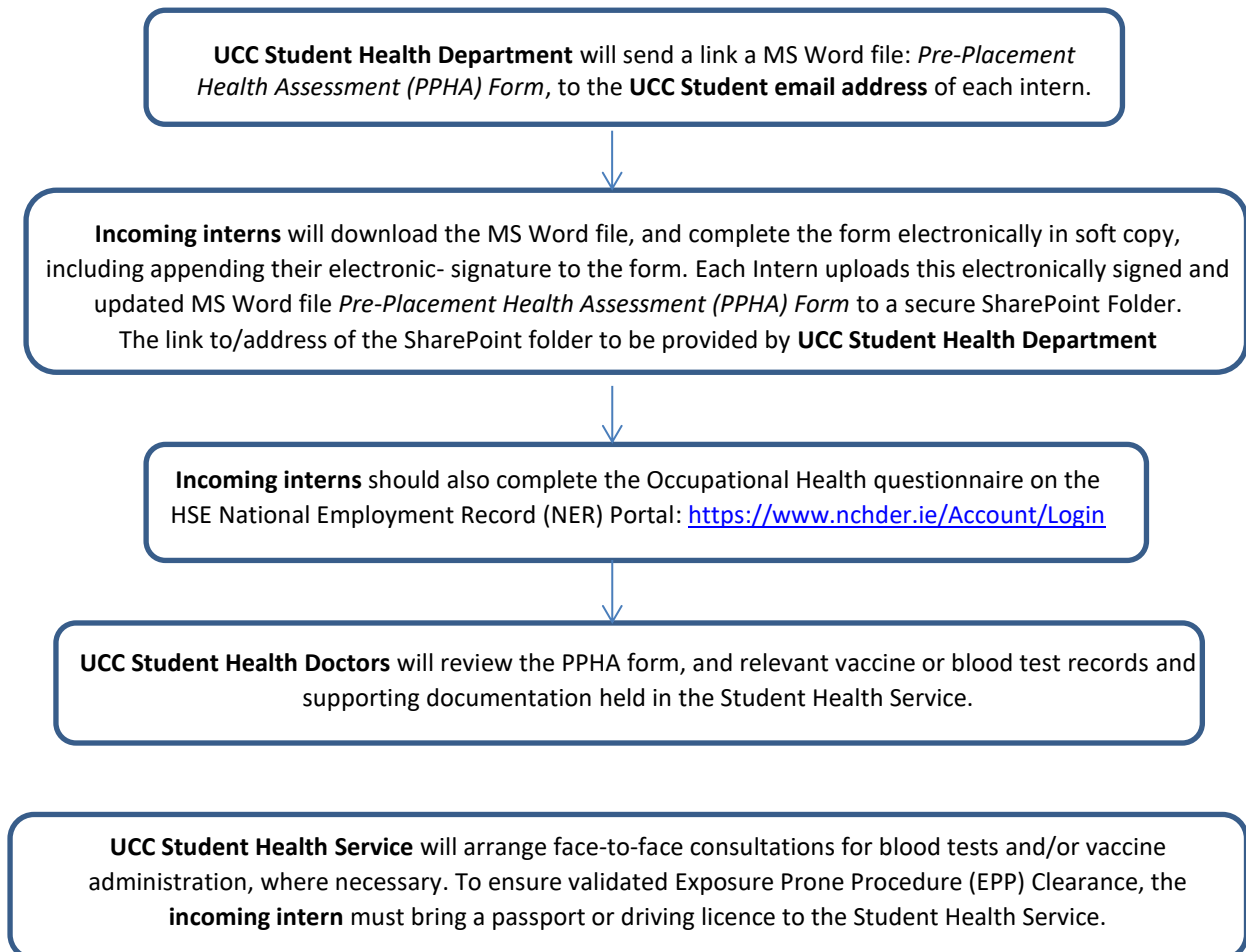
Amended Date: 30.04.2020. by Dr Michael Byrne for UCC Student Health Service

Introduction

The purpose of a pre-placement health assessment is:

- To determine the prospective employee's fitness to carry out the duties of the post and to assist the HSE in meeting its obligations under the Safety, Health & Welfare at Work Act 2005
- To ensure the HSE complies with the Employment Equality Acts (1998 & 2004) by advising on measures that may be required to enable the prospective employee to carry out the duties of the post and render regular and efficient service
- To form the basis of a confidential occupational health record.

Incoming interns commencing employment in May 2020 will have Pre-Placement Health Assessments carried out by University Student Health Services. This flowchart outlines the process:



In some cases, **UCC Student Health Doctors** will refer the incoming intern to Occupational Health Services for further assessment.

If the incoming intern is passed fit, **UCC Student Health Service** will make the following documents available to the incoming intern:

- Exposure Prone Procedures (EPP) Fitness Certificate
- Completed PPHA Record
- Laboratory report with EPP bloods, signed and stamped as “Identified Validated Samples”
- A copy of the Intern’s passport/driver’s licence signed and stamped on day of blood testing
- A copy of any additional laboratory reports or vaccine records

Incoming interns should upload the following documents to Occupational Health module on the HSE National Employment Record (NER) Portal:

- Completed PPHA Form
- EPP Fitness Certificate
- Completed PPHA Record from Student Health
- Laboratory report with EPP bloods, signed and stamped as “Identified Validated Samples”
- The copy of passport/driver’s licence signed and stamped on day of presentation for testing
- Any additional laboratory reports or vaccine records

Documents uploaded to the Occupational Health module on NER can only be viewed by the Occupational Health Department.

Incoming interns should upload the following document as an “other document” on NER, to be viewed by Medical Manpower/HR:

- EPP Fitness Certificate

Documents uploaded as an “other document” on NER can only be viewed by Medical Manpower/HR.

Further Information on the National Employment Record (NER):

[National Employment Record \(NER\)](#)

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