Private and Confidential

Occupational Health Report following Hand Arm Vibration Syndrome (HAVS) Tier 3/4 Assessment

[date]

[referrer]

[employer]

Dear **[name]**

Employee name:

Date of birth:

Job title:

I assessed [name] for a HAVS Tier [3][4] assessment at our clinic at [location] on [date].

I explained the reason for the assessment and informed consent was taken for this report to be sent. This report is based on the following:

- History and examination taken at the assessment
- [other information provided]

In accordance with the consent given at the time of the assessment, [name] will be sent a copy of this report [at the same time/before] this is sent to you as the employer.

Recommendations

[note to clinician: include statement of fitness for work and recommended adjustments]

Fitness for work

1.

Recommendation on adjustments

(please note that the following adjustments are advised, but that it is for the employer to decide on that which may reasonably practicably be achieved)

2.

Recommendation for Review

We should see [name] for a further Tier [3] [4] HAVS assessment in [month and year]. We should also be happy to review him/her at any other time should you request it.

Please note, it is for the employer to decide if recommendations are practicable and for how long adjustments can be accommodated as reasonable depending on the employee's role and the needs of the business.

History

[note for clinician: include the reason for the assessment, overview of the medical history, especially related conditions such as carpal tunnel syndrome, Raynaud's syndrome, generalised conditions associated with neuropathy]

Findings

[note for clinician: include any significant findings on assessment]

Conclusions

Vascular	Right	Left
Sensorineural	Right	Left

Advice on the likelihood of the applicability of the Equality Act 2010

[name] does/does not have an impairment that has a substantial impact on his activities of daily living, and that is long term. Although this is ultimately a legal determination, my advice as an occupational health practitioner is that the disability provisions of the Act are likely/unlikely to apply at this time.

Information on the Equality Act 2010 can be found at: https://www.gov.uk/definition-of-disability-under-equality-act-2010

To assist you in meeting the requirements of the Control of Vibration of Work Act 2005, I would also draw your attention to the following:

I would advise a review of your risk assessment to ensure that other employees' exposure to vibration is monitored and controlled effectively. You may, if you haven't already, wish to consider recording the length of time employees use the vibrating tools every day which, depending on the vibration magnitude of each tool, would indicate the number of points per day by using the ready-reckoner for vibration exposure or the HSE vibration exposure calculator. This can then be compared to, and should be within, the limit of the points recommended by the current HSE guidance on a day-to-day basis. This ready reckoner is available from the HSE website at: https://www.hse.gov.uk/vibration/hav/calculator-guide.htm

I should also advise on the general principle that it is the responsibility of the manager to complete a RIDDOR report where a new case of HAVS is identified. They should ensure it has not been previously reported to the HSE and a record of any "restriction of duty" letter is added to the HR record. HAVS is only RIDDOR reportable for certain work activities which are listed in column 2 of Schedule 3, Part 1, of regulation 5, and which have been reported as Stage 1 HAVS by a doctor. Therefore, I would advise that you check if any of your employees' work activities, which involve exposure to vibration, are reportable at: http://www.hse.gov.uk/riddor/reportable-incidents.htm

I would advise providing employees with copies of the HSE's publication: "Hand-arm vibration, Advice for employees" which can be found at: http://www.hse.gov.uk/vibration/hav/indg296.htm

General measures as described in the HSE guidance to minimise the risk of the condition deteriorating by limiting vibration are as follows:

- Review the requirement to use vibrating tools
- Select appropriate well-maintained equipment
- Limit exposure by job rotation or by reduced exposure time
- Ensure good training on correct and safe work practices, particularly with regard to correct handling of the hand-held vibrating tools to minimise the impact of awkward hand postures, excessive use of force and repetitive hand movements which are likely to increase the risk for the musculoskeletal effects that can result from vibration and are a component of HAVS.
- Keep body and hands warm by wearing appropriate clothing and PPE
- Not to smoke.

If there are any specific questions or concerns regarding the recommendations or you would like to discuss this case further, please do not hesitate to contact (Insert Company Name)

Yours sincerely

[name]

[qualifications]

[Occupational Physician/Specialist Occupational Health Nurse]

[GMC/NMC number]