



JOB DESCRIPTION

Job Title:	Occupational Health Nursing Adviser
Reports to:	Head of Occupational Health Nursing Services Team, Occupational Health & Wellbeing (OHW)
Job Background:	
<p>The role holder will be accountable to the Nursing & Midwifery Council (NMC) for the provision of professional occupational health nursing assessment, care, and advice to management and individual clients. The role holder will support the improvement of the health and well-being of police officers and police staff through the provision of occupational health nursing assessment, advice and support related to:</p> <ul style="list-style-type: none"> • Fitness for Work • Health & Well-being • Health Protection 	
Main Activities:	
The main duties and responsibilities associated with the role include the following:	
Case Management	
<ul style="list-style-type: none"> • Manage a client caseload, triage referrals, participate in OHW multi-disciplinary team case discussions and provide OHW nursing advice to service users. • Collaborate with the OHW multi-disciplinary team, Health and Social Care, primary care teams, external professionals and other external agencies as appropriate. 	
Fitness for Work	
<ul style="list-style-type: none"> • Undertake initial assessment of fitness for work, provide health improvement advice, progress referrals to the OHW multi-disciplinary team, implement rehabilitation plans to facilitate an early return to work and provide management advice by way of referral report. 	



- Maintain accurate records in a safe confidential manner through the use of IT databases in accordance with relevant legislation including GDPR, NMC requirements and organisational Information Assurance guidance.

Pre-Placement Health Assessment (Police Officers & Police Staff)

- Work with internal and external stakeholders to provide pre-placement health triage, health assessments and reports to management to support the Police Service of Northern Ireland to meet standards in relation to:
 - Public protection
 - Employee engagement
 - Employment law (for example, adjustment in respect of DDA)
 - Health and safety associated job role risk.

Health Surveillance

- Minimise ill health, injury and meet legislative requirements by testing the effectiveness of organisational control measures through health surveillance assessments.
- Provide OHW nursing advice regarding health surveillance required for those individuals or groups identified due to role related risk.
- Provide health surveillance assessments, interpret results and provide reports to management on individual's fitness for work and adjustment needs.
- Protect the public, police officers, police staff and the Police Service of Northern Ireland from the need for litigation through OHW nursing assessment, report and maintenance of client records, databases and recall systems.
- Work collaboratively with colleagues to assess, design, deliver and audit services within designated areas of responsibility.

Health Protection - Vaccination Programmes

- Promote health and prevent ill health thus making personnel available for work.



- Identify risks or occupational hazards to individuals and / or groups of personnel to diminish the likelihood of police officers and police staff contracting infectious diseases in the course of their work.
- Deliver clinical care linked to immunisation programmes, targeted at risk reduction, health improvement and promoting public health in the workplace.
- Maintain responsibility for professional development to deliver:
 - Student Officer - Hepatitis B programme
 - Travel Vaccination Programme
 - Blood & Body fluid exposure assessment, advice and care
 - Collaboration with Health and Social Care

Health and Wellbeing

- Design and oversee health and wellbeing initiatives in order to educate and promote health initiatives for police officers and police staff.
- Deliver health improvement and role related risk assessments, i.e. blood sugars for diabetes, cholesterol, and blood pressure.
- Deliver health and wellbeing education and awareness sessions and specialist, group education sessions.
- Research and produce articles for inclusion in Police Service of Northern Ireland websites.
- Work with media colleagues to produce OHW nursing service audio-visual learning tools.
- Participate in the delivery of management training to promote internal awareness of OHW services.

The main duties and responsibilities reflect the main elements of those associated with this position. It is not intended to be exclusive or exhaustive.