



## WELCOME TO OUR NEW LOOK NEWSLETTER!

### FIRST AID REGULATION CHANGES

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**1st October 2009** sees the introduction of the new legislation to the UK First Aid regulations. There have been no major changes to this regulation since 1982 when it was first introduced.

The changes are being introduced in order to make it easier for organisations to comply. The new regulations mean that the current (FAW)FIRST AID AT WORK qualification will be taken over 3 days instead of the current 4.

A new qualification will also be introduced (EFAW) Emergency First Aid in the Workplace, this is a one day course suitable for employers classed as "low risk", you will need to undergo a risk assessment

procedure to ascertain if your organisation is classed as "low risk".

The FAW qualification lasts for 3 years but the holder must be reassessed before the expiration of the qualification. If the qualification lapses, the holder will need to retake the full course. Please contact us if you need to be re-assessed.

The Health & Safety Executive also recommends that every appointed First Aider would benefit from attending a 3 hour Refresher course annually in order to avoid skills fading.

Employers are duty bound

to ensure that they comply with the current First Aid at Work regulations.

**Please see the website** [www.hse.gov.uk](http://www.hse.gov.uk) for more information.



*Ensure you have a fully qualified First Aider in your workplace. It's your duty!*

### SWINE FLU UPDATE: SEPTEMBER 2009

Figures reported by the Department of Health on Thursday 10 September, showed that there had been a further reduction in the rates of flu infection. The Health Protection Agency estimated that there were around 3,000 new cases in England during the first part of September. The major-

ity of cases continue to be mild. There is still no sign that the virus is changing.

HOHS still advise people to observe good hygiene at home and in the workplace to limit the risk of contracting or spreading the virus.

**Symptoms of Swine Flu include:** fever, cough,

headache, weakness and fatigue, aching muscles and joints, sore throat and a runny nose.

**If you need further information regarding Swine Flu please call:-**

**0800 1 513 100**



## Improvements at HOHS HQ



We've been busy improving processes and systems at our centre in Harlow. We wanted to improve the service to our customers and valued members and we decided that part of that improvement was in the area of communication.

So, we now have a great new telephone system in place, an "Auto Attender" it enables all of our callers to be put straight through to the depart-

ment they wish to speak to whilst also giving the option to speak to the operator. So far we have had some really positive feedback about the system and hope that trend will continue.

We have also installed a great new diary system which makes booking and changing appointments much more efficient. This helps us keep our costs down whilst also improving our service to you. Both of which are important to us.

The following options will be given when you call our main switchboard on 01279 422377:-

### Auto Attender Options

- Press 1 for Physio appts
- Press 2 for All other appts
- Press 3 for the Nurse
- Press 4 for the Medical Sec
- Press 5 for Accounts Dept
- Press 6 for First Aid Training
- Press 0 for Operator

## New First Aid Course for Parents

Acting on local demand from Mum's groups in the area we are now offering half day and 1 day courses which teach attendees the basics in First Aid. The course is aimed at those who care for



babies and young children.

Knowing the basics can save a life in certain situations and

it is often helpful to know how to deal with such situations whilst awaiting the arrival of the emergency services. Often parents and carer's are not confident that they would know how to deal with a medical situation should one arise involving a child. This course will equip attendees with the knowledge needed to act confidently.

Our courses will cover the following:-

1/2 day: £35.00

Resuscitation

Controlling Bleeding

Dealing with Choking

Full day £50.00

All of the above but will also include dealing with childhood illnesses such as Meningitis and anaphylaxis.

If you know someone who might benefit from attending this course, please pass on our details.

"Providing great customer service to the local business community is key to our strategy"

## MOBILE EYE TESTS

Regulation 5 of the Health & Safety (Display Screen Equipment) Regulations 1992, covers an employers responsibility for providing eye tests to those employees who are required to use a display screen as part of their employment.

We understand that taking time off for these eye tests often causes an inconvenience for employees and employers alike and are looking at the possibility of offering a Mobile Eye Test to organisations in partnership with one of our suppliers.

If you would be interested in having a Mobile Eye Test unit visit your organisation, please email [donna@hohs.org](mailto:donna@hohs.org) for more information.



## MEMBERSHIP INFORMATION



### Why Become a Member ?

Today's business environment is increasing the need for proactive management of employees work place health issues :

- Health & Safety legislation is becoming more complex
- The workplace is changing more and more rapidly
- Expectations of care for employees health are rising

Our members know that the effective planning and co-ordination of health and safety resources contributes to the general smooth running of their businesses.

Our members are committed to looking after their staff, and to making sure their workplace is a safe and healthy place to work. Their membership of Harlow Occupational Health Service is the outward sign of this commitment.

### Costs and Benefits

Membership fees are based on the number of employees. Fees are currently £40.86 per employee per year, and are invoiced quarterly in advance.

Member companies receive a discount of approximately 35% on a wide range of our services. In addition, these benefits are available exclusively to members :

- Pre-employment paper screening, by an Occupational Health Advisor
- Information and guidance on Health & Safety legislation
- Advice from an Occupational Health Advisor allocated to your company, including on-site visits when required
- First Aid box : the initial requirements are defined and supplied, and re-supplies given as required

### NEW MEMBER PACKS

We are currently working on putting together a "New Member Pack" which will aim to help our members get the most out of their membership.

To help us provide you with a pack that is valuable to you we would appreciate your feedback on the types of information you would find useful in the pack.

Please email your comments and suggestions to [donna@hohs.org](mailto:donna@hohs.org) and we will do our best to incorporate as many of your ideas as possible.

Thanks

Debbie Watkins, Chief Executive



## Harlow Occupational Health Service Limited

Harlow Occupational Health Service is a charity dedicated to providing independent Occupational Health advice and services to both large and small organisations in Harlow and within a 50 mile radius. Additionally through partnerships with other occupational health providers, we can cover most of the UK.

HOHS aims to provide occupational health services that are good value for money and which deliver measurable health improvements in workplaces.

HOHS services currently include:-

- Training
- Travel Vaccination and advice
- Pre-employment Questionnaires
- Employee Support Service (ICAS)
- Health Screening
- Health Promotion

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If you have a topic you would like covered in future issues please email Donna at the above email address.

**Harlow Occupational Health Services, saving your business time and money when it needs it most.**



### Forthcoming Training Dates

#### Initial Training : 4 days

- Oct 12th - 15th
- Nov 2nd - 5th 23rd - 26th
- Dec 7th - 10th

#### Requalifying : 2 days

- Sept 29th - 30th
- Oct 5th - 6th
- Oct 27th - 28th
- Nov 16th - 17th
- Dec 1st - 2nd

To book your place on any of the above, please email [training@hohs.org](mailto:training@hohs.org) or call Jan on 01279 422377 option 6