

## Domain 1: Governance and Finance

- 1.1** All health professionals delivering clinical services are registered/licensed with the relevant regulatory body.
- 1.2** At least one clinician with a professional qualification in occupational medicine or occupational health holds a leadership position.
- 1.3** There is effective clinical governance, and compliance with evidence-based guidelines, consensus-based guidelines, and professional requirements, including the Faculty of Occupational Medicine's (FOM) guidance on ethics.
- 1.4** Professional and business indemnity is in place.
- 1.5** The service is compliant with data protection legislation and confidentiality requirements
- 1.6** The service provides a safe place for staff to work and for service users and others in compliance with legal requirements.
- 1.7** Equality, diversity and inclusion are promoted and sustained within the organisation and in the provision of its services.
- 1.8** Effective financial planning, monitoring and reporting are in place.

## Domain 2: Resources and Processes

- 2.1** All clinical staff employed by the service, and contractors engaged, have the knowledge, skills, experience and relevant qualifications for the work they undertake.
- 2.2** Arrangements are in place for access to more specialised advice, and escalation when indicated to an occupational physician on the GMC specialist register.

## Domain 2: Resources and Processes (continued)

- 2.3 Service Level Agreements/Business Terms are in place when services are purchased/commissioned.
- 2.4 There is equity of access to services, including arrangements for persons with a disability, and facilities are well maintained and protect the right to privacy and the maintenance of dignity.
- 2.5 There is sufficient quantity, quality and type of equipment required for effective delivery of services, and arrangements are in place for effective maintenance, calibration and cleaning of equipment.
- 2.6 Staff and contractors who advise on and/or deliver immunisations, or otherwise engage in medicines management, are clinically competent and practise in accordance with national standards and guidelines.
- 2.7 Vaccines are stored in a dedicated and appropriately maintained vaccine refrigerator, and are handled, administered and disposed of by suitably qualified staff in line with national guidelines for medicines management; including emergency treatment for anaphylaxis.
- 2.8 Effective infection control measures, including for hand hygiene, are in place in examination and treatment rooms.
- 2.9 Concerns regarding the conduct, performance and/or health of clinicians are promptly detected and addressed.

## Domain 3: Outputs and Outcomes

- 3.1 Suitable and sufficient occupational health needs assessments are in place for service delivery contracts.
- 3.2 Collated reports on health surveillance are provided to enable the employer to meet Statutory requirements.
- 3.3 Employers consider that reports produced by the service are informative, balanced and objective.
- 3.4 Workers/employees feel that they have been listened to and treated with respect by the occupational health service.

### Domain 3: Outputs and Outcomes (continued)

- 3.5 Pre-placement screening and assessments of workers during their employment provide timely advice on workplace adjustments where appropriate and risk-based advice on medical suitability for work.
- 3.6 Health promotion activity is evidence based.
- 3.7 Key performance indicators agreed with the purchasers/commissioners are met.

### Domain 4: Information and Communication

- 4.1 Information on services delivered is clear and accurate.
- 4.2 Occupational health clinical records, whether paper-based or electronic, are maintained and processed to standards which meet legal and regulatory requirements.
- 4.3 Information security is sustained, and effective action is taken following actual or potential data breaches.
- 4.4 Workers are informed about the purpose of occupational health assessments and advice, and the roles of clinical staff.
- 4.5 Workers are informed about how their personal health information is recorded and used, how to access their personal information, and their rights in relation to how their personal health information is used and shared.
- 4.6 Consent is obtained prior to the release of reports to the employer, and to accompany requests for reports from other health professionals, in compliance with requirements of relevant legislation, professional standards, and ethical guidance.

## Domain 5: Quality Assurance and Improvement

- 5.1 Clinical work that is outsourced to third party providers is safe, effective and of the quality required.
- 5.2 Clinical practice of employed staff and contractors is compliant with evidence-based and consensus-based guidelines, legal and ethical requirements.
- 5.3 Staff are supported to maintain professional registration, licensing and relevant accreditations.
- 5.4 All staff have annual appraisal and professional development plans.

## Domain 6: Sector Specific Standards (optional)

- 6.1 NHS NHS in-house OH services, or external OH services providing or intending to provide contracted services to the NHS, meet the agreed OH requirements for the healthcare sector and the specific requirements of NHS Trusts or Boards they provide services to, as set out in contracts or terms of reference.

Further sector specific standards may be added to this domain as required.