

Guidance

G2112

Recruitment Medical Appointment Information for Candidates

Applies to all of TfL

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1 Purpose

The purpose of this guidance is to provide information to candidates attending Transport for London (TfL) Occupational Health (OH) for a recruitment medical assessment to help them prepare for the assessment.

2 Scope

The guidance applies to prospective employees of TfL undertaking an OH medical assessment as part of TfL's recruitment process.

3 Guidance

3.1 Purpose of medical assessment

Before taking up a safety critical role at TfL, all prospective employees must undertake a medical assessment to assess their fitness to work.

3.2 Inability to attend

If a candidate is unable to attend their booked assessment, they must contact the person who booked the appointment to arrange an alternative date.

3.3 Arrival at assessment venue

Candidates must arrive on time. If a candidate is late, they might not be seen. If a candidate is delayed on the day, they must contact OH directly.

3.4 Required identification

Candidates must bring with them any one of the following forms of identification:

- A current, valid passport
- A UK/International photo driving licence
- A UK bank credit or debit card with the signature the same as the one on the drugs and alcohol medical screening programme (DAMSP) form. The DAMSP form must be accompanied by a certified photo with authorised manager's confirmation and signature.
- A UK Inland Revenue photo card
- A police ID card
- A European ID card

Note: if a candidate arrives without valid identification, the assessment will be cancelled.

3.5 Other requirements

- Spectacles, if worn
- Contact lenses, if worn, in their container with solution as well as glasses. It is advisable not to wear the contact lenses beforehand
- Details of any medication taken up to 14 days before the appointment. This means **any** prescribed or over the counter medication taken by mouth, applied topically (for example, cream) or injected
- If the candidate is diabetic, they must bring along their glucose levels book or diabetic diary and glucometer