

Category 1 Standard

S1601 Management Arrangements to Assure Medical Fitness

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MAYOR OF LONDON

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1 Purpose

- 1.1 The purpose of this Standard is to describe the management arrangements to assure medical fitness of people working in London Underground track environments and/or carry out safety critical work. It gives details of requirements for arrangements of regular medical assessments.

2 Scope

- 2.1 This Standard applies to all personnel who are required to work in London Underground track environment and/or undertake safety critical work.

3 Requirements

3.1 General Requirements

This section gives requirement for London Underground (LU) and Transport for London (TfL) in paragraphs 3.2 – 3.3, and requirements for contractors and other suppliers to London Underground in paragraph 3.4.

3.2 Requirements for LU and Tube Lines

- 3.2.1 The LU and Tube Lines staff management programme shall contain the following elements:
- 3.2.2 Routine medical examinations: Pre-employment medical assessment; regular periodic medical assessments shall be undertaken at five yearly intervals from the age of 20. More frequent assessment shall be undertaken for those who have ongoing problems which may affect safety such as diabetes or hypertension.
- 3.2.3 Staff shall be assessed daily at booking on, for general fitness and signs of drug and alcohol misuse.
- 3.2.4 Illness and/or medication where there is concern about safety and unexplained behaviour changes to occupational health advisers shall be reported.
- 3.2.5 Other regulations, including requirements for regular practical checks of vision, hearing, and mobility, are covered in "Corporate medical standard for personnel requiring safety on the track certification" (S1602).

3.3 Periodic Medical Assessments for LU and Tube Lines Staff

- 3.3.1 All LU and Tube Lines staff except those with only clerical duties shall be examined at pre-employment against medical standards set to meet both the requirements for track safety and any specific requirements of their job. (Medical assessment shall be carried out before a person is issued with a track certificate for the first time).
- 3.3.2 LU and Tube Lines staff who carry out safety critical work or hold track certification who reach the ages 20, 25, 35 shall complete a confidential questionnaire screened by TfL Occupational Health or an approved provider of medical assessments. A medical examination shall be undertaken where the screening indicates this is necessary. LU and Tube Lines staff who carry out safety critical work or hold track certification reaching ages 30, 40, 45, 50, 55, 60 and 63 and annually over 65 years

shall complete a confidential questionnaire (PAA1) and be subject to medical examination.

- 3.3.3 The questionnaire (PAA1) given in the appendix gives the minimum set of questions to be used in the confidential questionnaire.
- 3.3.4 Employers must provide details of individual employee's job tasks, licences and any other aspect of their work upon request by TfL Occupational Health or an approved provider of medical assessments.
- 3.3.5 The relevant occupational health service shall issue a written outcome of periodic medical assessments undertaken on LU and Tube Lines staff. Employers shall retain a copy for the duration of the employee's employment.
- 3.3.6 Medical examination for initial safety on the track certification for LU and Tube Lines staff as carried out by TfL Occupational Health or an approved provider of medical assessments. shall qualify as equivalent to periodic age assessments and will be validated by the examining medical practitioner to the closest age assessment date.
- 3.3.7 Where a person has medical problems which may impact on their occupation or licence, medical assessments shall be undertaken at the frequency requested by the examining doctor or nurse.
- 3.3.8 Medical certification for track licence shall be issued for limited periods pending further medical examinations at more frequent intervals.

3.4 Arrangements for Contractors and any other LU suppliers who have Contractors staff who hold Safety on the Track Certificates or carry out Safety Critical Work

- 3.4.1 Medical fitness shall be maintained in people who have safety on the track certification or carry out safety critical work. Contractors and other suppliers to LU who have staff who hold require safety on the track certificates, carry out safety critical work must have a management system in place to manage medical fitness. One element of this system must be five yearly medical examinations.
- 3.4.2 Contractors staff who hold safety on the track certification shall undergo medical examinations before a person is issued a safety on the track certificate for the first time and thereafter at five yearly intervals and annually over 65 years of ages, by TfLOH or an Infraco approved provider of medical assessments.
- 3.4.3 Contractors other than Infraco staff who carry out safety critical work but do not hold safety on the track certification will also undergo medical examinations at age intervals of 20, 25, 30, 35, 40, 45, 50, 55, 60 and 63 and annually over 65 years by TfL Occupational Health or an approved Occupational Health provider. A description of the safety critical work must be provided by the employer.
- 3.4.4 The questionnaire (PAA1), given in the appendix, gives the minimum set of questions required.
- 3.4.5 Employers must provide details of individual employee's job tasks, licences and any relevant aspect of their work upon request by TfL Occupational Health or an approved provider of medical assessments.
- 3.4.6 Medical certification for track licence can be issued for limited periods pending further medical examinations at more frequent intervals.



- 3.4.7 TfL Occupational Health or an approved provider of medical assessments shall issue written outcome of periodic medical assessments. Employers shall retain a copy for the duration of the employee's employment.

4 Responsibilities

4.1 All employees of LU, Tube Lines and Contractors

- Shall comply with this Standard
- Are responsible for the reporting of illness and/or medication to their managers

4.2 LU, Tube Lines and Contractors employees with managerial or supervisory responsibilities

- Shall ensure that employees are aware of the standards expected of them
- Shall be familiar with this Standard
- Are responsible for the reporting of illness and/or medication where there is concern about safety and reporting of unexplained behaviour changes as appropriate to TfL Occupational Health or an approved provider of medical assessments.
- Shall ensure that appropriate systems are in place to confirm to the standard.

4.3 HR Managers

Shall maintain their skills, knowledge and experience in this area and provide advice and guidance to managers on issues related to the application of this standard.

4.4 Head of Occupational Health

Shall review the effectiveness of this Standard and audit compliance in conjunction with the Health, Safety and Environment audit team with the requirements stated therein.

5 Supporting information

5.1 Background

- 5.1.1 Management arrangements to ensure ongoing review of medical fitness of staff are required because the health status of people can change and this can have an impact on the safety of the railway system. Sudden illness, development of chronic illness, the requirement for medication and the gradual onset of conditions related to increasing age such as hypertension, diabetes, osteo-arthritis and deteriorating vision can all affect safety.
- 5.1.2 Reporting of illness, medication and unexplained changes in behaviour are useful for identifying medical conditions with a rapid onset and temporary medical conditions as well as those with a gradual onset.
- 5.1.3 Periodic assessments are particularly useful to identify medical conditions which have a gradual onset. Early identification of these conditions allows treatment to be introduced, which can prevent complications developing. For example, treatment of hypertension can prevent a stroke or heart attack and treatment of diabetes can prevent visual problems or renal failure.