



Occupational Health Organisational Standards

Occupational Health Policy Guidance

Occupational health can include activities related to the wellbeing of staff, prevention and recovery from health issues at work.

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| 1. Occupational health is an integral part of the health and safety of the organisation. | | |
| 1.1 Attach evidence that staff's occupational health is an integral part of the organisation's health and safety policy. (If you are unable to provide links, please email to tick@tickaccreditation.com) | | |
| Possible evidence (<i>this list is not exhaustive</i>) | | |
| <ul style="list-style-type: none"> • Risk assessments • Policies • Photographs • Staff survey results • Screenshots of website/intranet • Marketing materials • Press coverage | | |
| Bronze | Silver (<i>as Bronze, but also...</i>) | Gold (<i>as Silver, but also...</i>) |
| Evidence attached | | |

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| 1.2 Describe how the organisation's risk assessment reduces the risk of occupational health issues. | | |
| Bronze | Silver (<i>as Bronze, but also...</i>) | Gold (<i>as Silver, but also...</i>) |
| The organisation's risk assessment includes staff wellbeing, including workload. | In addition, the organisation ensures that occupational | There is evidence that the organisation and employees are able to participate in |



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| <p>Action is taken to reduce causes of workplace injury, including for those working at home. Health is a topic during staff induction. (Smaller organisations evidence may involve accessing external support services or experts.)</p> | <p>health-related resources are available for all individuals, regardless of situation, for example:</p> <ul style="list-style-type: none"> • fitness classes, • safe working assessments, • ergonomic assessments, • hearing tests, • regular screen breaks, • confidential medical services, • employee assistance programmes, • training, • non-judgemental support/reasonable adjustments. | <p>supporting the health of their families and the wider/local community, such as access to the Employee Assistance Programme for families.</p> |
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| <p>2. Operational policies and procedures reflect the importance of health and wellbeing for individuals and the organisation (e.g. response, return and recovery phases of the pandemic).</p> | | |
| <p>2.1 Attach evidence that operational policies and procedures reflect the importance of health and wellbeing for individuals and the organisation. (If you are unable to provide links, please email to tick@tickaccreditation.com)</p> | | |
| <p>Possible evidence (<i>this list is not exhaustive</i>)</p> | | |
| <ul style="list-style-type: none"> • Policies/ procedures • Staff communications • Appraisal paperwork • Data (e.g. % of manager appraisals recording wellbeing support) | | |
| <p>Bronze</p> | <p>Silver (<i>as Bronze, but also...</i>)</p> | <p>Gold (<i>as Silver, but also...</i>)</p> |
| <p>Evidence attached</p> | | |



2.2 Give examples of how occupational health is embedded in policies and procedures.

| Bronze | Silver (<i>as Bronze, but also...</i>) | Gold (<i>as Silver, but also...</i>) |
|--|--|--|
| <p>The organisation has referenced and can identify procedures or policies that refer to the occupational health of staff.</p> | <p>Staff occupational health is integral to key policies, not only referenced, but woven in throughout the documents (only evidenced through the policy/procedures).</p> | <p>Policies and procedures are developed with a people-first approach, inherently building in staff sensitive approaches. The planning is evidenced through meeting minutes, agendas or similar. There is clear evidence that there is an impact on staff wellbeing across the organisation.</p> |