

Fitness report to employer

Form | OHS-FRM-003

Document type	Form
Title	Fitness report to employer
Document ID	{{facility.code}}-OHS-FRM-003
Version and status	1.0 Issued for use. Pending ASF Expert Committee ratification
Prepared by	{{roles.quality_lead.name}}, Quality lead
Reviewed by	{{roles.clinical_director.name}}, Clinical director Date: _____
Approver and signature	{{roles.clinical_director.name}}, Clinical director Signature: _____ Date: _____
Effective date	{{document.effective_date}}
Next review	{{document.review_date}} (12 months, or sooner after any incident or change)
Replaces	None (new document)
Standards and criteria supported	Standard 14 (Occupational Health), criterion 14.4
Evidence basis	E-006, E-009
Status of this document	Recommended best-practice model. A hospital may adopt, adapt or replace it with an equivalent that meets the same criteria.

Use this form when

Records each report to the employer, the content limited to what is needed, and that the worker was told.

1. How to complete

- Limit the content.
- Record the worker's consent for any detail beyond fitness.
- Record that the worker was told.

2. Items to check

#	Item	Standard or evidence	Yes	No	N/A	Action if No
1	Fitness for the job (fit, fit with restriction, unfit)	Yes	☐	☐	☐	Action and who to tell
2	Restriction and date it applies to	Yes or N/A	☐	☐	☐	Action and who to tell
3	Medical detail included (yes or no) and consent	Yes	☐	☐	☐	Action and who to tell
4	Worker told before sending (date)	Yes	☐	☐	☐	Action and who to tell
5	Sent to and date	Yes	☐	☐	☐	Action and who to tell

Completed by (name and role): _____ Date/time: _____ Signature: _____

3. Evidence

ID	Source and status
E-009	Based on the ICOH International Code of Ethics for Occupational Health Professionals, 3rd edition

ID	Source and status
	(2014).
E-006	ASF Policy Framework v1.2. Adapted.
E-009	ASF Expert Committee consensus.

EC = ASF Expert Committee consensus.

4. Change history

Version	Date	What changed	Approver and signature
1.0	{{document.effective_date}}	First version	Pending Expert Committee approval