

Confidential

## Occupational Health Report for: Matthew Matthews (pseudonym)

Pre-Placement Assessment by Video

Job title	Lecturer - X	Place of work	W College
Date of birth	01/01/1970	Date of referral	11/08/2023
Referring Manager	Referrer Name	Organisation	W College
Date of assessment	18/08/2023	Date of report	18/08/2023

### Report recipients

This report contains confidential information. The recipients named below have a responsibility to process, secure and store this information in accordance with data protection law.

Name	Organisation	Email
Referrer Name	W College	email@email.com

Dear Referrer,

Thank you for referring Mr Matthews who has applied for the position of part time lecturer in X. I can offer an opinion on this case based on my assessment of the individual and the information provided, and I have their consent to release this report to the agreed report recipients.

### Reason for referral

Mr Matthews was referred as part of the pre-placement health assessment process.

### Background

#### Position applied for

Mr Matthews has applied for the position of lecture in counselling. He explained that the role is 17.5 hours per week and will be carried out over three days. The role involves face to face teaching of students.

#### Summary of Health situation

Mr Matthews has a diagnosis of recurrent depressive disorder which he has sought appropriate support for over many years. His condition is currently stable and well controlled. Mr Matthews is more vulnerable to periods of low mood, but his mental health is currently at its best and he has developed a host of healthy coping strategies over the last few years which have improved his overall resilience. During Mr Matthews last significant period of depression which lasted several years there were a number of significant workplace stressors alongside personal stressors which precipitated the decline in his health.

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Mr Matthews has previously received a private diagnosis of Attention Deficit Hyperactivity Disorder (ADHD) due to traits consistent with this. The diagnosis was not honoured however by NHS services and while he does not currently have a formal diagnosis it may be beneficial to consider the traits within the workplace to help minimise the impact of these on performance long term. I have included an ADHD guide for employers in the references below for practical ideas should Mr Matthews find that traits of ADHD are impacting on him in the workplace.

### Functional impact

Mr Matthews' functioning is currently very good, and he is managing all his usual activities of daily living alongside volunteering as a counsellor one day a week.

### Current position

In my opinion Mr Matthews is fit for the role from a health perspective and would benefit from adjustments to help support and sustain his mental health in the role long term.

Adjustments within the role that would be beneficial include:

1. An early meeting to put in place a Wellness Action Plan (guide in the references below). I recommend considering how Mr Matthews and his team might identify if he is struggling with his mental health and what early support is feasible in the role. This might include considering short term changes in working patterns, flexibility in hours and location of work and providing direct but sensitive feedback.
2. I recommend using the ADHD guide for employer's for further specific ideas to help manage any features of ADHD in the workplace. These can be incorporated into the Wellness Action Plan as needed over time.
3. Given Mr Matthews previous high levels of workplace stressors in a previous role which led to a deterioration in his health, I recommend addressing workplace stressors early as they arise using a workplace stress risk assessment.

### Review

We should not need to routinely review Mr Matthews but should he experience a deterioration in his mental health while in this role an early referral to occupational health for further advice on adjustments would be recommended.

I hope you find this report helpful. We are open office hours Monday to Friday, and we can be contacted on 0800 862 0142 if you require any further assistance.

### Dr Clinician Name

MBChB MFOM

Consultant Occupational Physician

Smart Clinic by APL Health

E: [hello@smartclinicuk.com](mailto:hello@smartclinicuk.com)

T: 0800 862 0142

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24-Hour Employee Assistance: 0845 862 2113

Got some feedback? Please give us [your comments](#) on your recent experience with us.

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## Occupational Health Report for: Stephen Matthews

### References

Access to work mental health support (as discussed with Mr Matthews in the consultation)

[Home - Access to Work \(maximusuk.co.uk\)](http://maximusuk.co.uk)

[Support for mental health at work | Able Futures Mental Health Support Service \(able-futures.co.uk\)](http://able-futures.co.uk)

ADHD guide for employers

[An Employer's Guide to ADHD in the Workplace - Scottish ADHD Coalition \(adhdfoundation.org.uk\)](http://adhdfoundation.org.uk)

MIND Guide to wellness action plans

[guide-to-waps-english-interactive-op.pdf \(mind.org.uk\)](http://mind.org.uk/guide-to-waps-english-interactive-op.pdf)

HSE management standards for stress

[What are the Management Standards? - Stress - HSE](http://www.hse.gov.uk/managementstandards/stress/)