

## Employee health monitoring

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## Policy statement and principles

### What

As an employer, Police have an obligation under the [Health and Safety at Work Act 2015](#) and associated regulations to provide a safe workplace, identify health hazards in the workplace and minimise exposure, and to monitor the health of any employees exposed to health risks.

This policy details responsibilities for health monitoring of employees exposed to health risks.

### Why

Police conduct health monitoring to:

- reduce the risk of exposure to health hazards in the workplace
- enable Police and other organisations in the workplace to take remedial action
- facilitate the treatment and protection of workers exposed to health hazards
- inform Worksafe and other agencies when results indicate a worker may have contracted a notifiable disease or illness as a result of carrying out Police work.
- comply with applicable legislation, particularly reg 31 of the Health and Safety at Work (General Risk and Workplace Management) Regulations 2016.

### How

Police will:

- identify health hazards in the workplace and the workgroups exposed
- mitigate risks from health hazards, so far as reasonably practical
- monitor the health of employees exposed to identified health risks
- ensure the hazard register and controls are reviewed following sub-optimal test results.

### Related information

- [Hazard management procedures](#)
- [Hazardous substances management procedures](#)
- [Health monitoring consent form](#)
- [Health and Safety at Work \(General Risk and Workplace Management\) Regulations 2016](#).

## Identification of health hazards and mitigating exposure

### Workgroups at risk from specific health hazards

These workgroups have been identified by Police as being exposed to and at risk from the specific hazards listed below.

Workgroup exposed	Hazard
Scene of Crime/ Fingerprint Officers	As per the <a href="#">Fingerprint and SOCO laboratory and crime scene safety</a> policy (Health assessment and monitoring of employees section).
Tactical Options Trainers/Armoury	<ul style="list-style-type: none"><li>- Hepatitis B</li><li>- Noise</li><li>- Lead</li></ul>
Clan Lab Response Teams	<ul style="list-style-type: none"><li>- Hepatitis B</li><li>- Noise</li><li>- Psychological hazards</li><li>- Lead</li><li>- Tetanus</li><li>- Various known and unknown substances</li></ul> <p>As per the <a href="#">NCLRT Standard Operating Procedures</a></p>
Constabulary Officers	<ul style="list-style-type: none"><li>- Hepatitis B</li></ul>
Authorised Officers	<ul style="list-style-type: none"><li>- Hepatitis</li><li>- Tetanus</li></ul>
Dog Handlers/STG /AOS	<ul style="list-style-type: none"><li>- Noise</li></ul>
Air Support Units	<ul style="list-style-type: none"><li>- Noise</li></ul>
Workgroups identified in the <a href="#">Wellcheck Support Policy</a>	<ul style="list-style-type: none"><li>- Psychological hazards</li></ul>

### Mitigation and monitoring

Specific details on how health hazards for the groups / roles identified above are mitigated and monitored by Police are shown below.

Hazard	Hepatitis B
Test	Blood test
When	On commencement of employment in the role, then if indicated six months after the last dose of vaccine to ensure immunity.
Other information	<a href="#">Blood and body fluid exposure guidelines</a> in Police Instructions
Hazard	Tetanus
Test	Vaccine

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When	On commencement of employment in the role, then if indicated a booster vaccination at age 45 and age 65.
Other information	<a href="#">Ministry of Health</a> information
<b>Hazard</b>	<b>Noise</b>
Test	Audiogram
When	On commencement of employment in the role, then annually and on exit.
Other information	<a href="#">Worksafe guidance</a>
<b>Hazard</b>	<b>Lead</b>
Test	Blood test
When	On commencement of employment in the role, then annually and on exit.
Other information	<a href="#">Ministry of Health</a> information
<b>Hazard</b>	<b>Psychological hazards</b>
Test	Regular and confidential psychological assessment with an approved provider as detailed in <a href="#">Wellcheck Support Policy</a>
When	As detailed in <a href="#">Wellcheck Support Policy</a>
Other information	As detailed in <a href="#">Wellcheck Support Policy</a>
<b>Hazard</b>	<b>Various known and unknown substances</b>
Test	Various depending on work activity
When	As detailed in the <a href="#">Fingerprint and SOCO laboratory and crime scene safety</a> policy, and the <a href="#">NCLRT Standard Operating Procedures</a> .

# Responsibilities for health hazard testing and monitoring

## Tetanus and Hep B

The Medical Services team at RNZPC are responsible for inoculations during recruitment. Other medical providers can also provide this service if a booster is required; this is to be arranged locally by a Supervisor. Supervisors or District H&S Advisors are to arrange inoculations for new AO's in their District. Details of the inoculation are to be filed on the MyPolice Internal Medical Service.

## Noise

District Health and Safety Advisors are responsible for advising the Supervisor of the group requiring health monitoring about the need for annual monitoring. The group supervisor is to ensure the monitoring occurs, any loss of hearing is advised to the individual being monitored, and a copy of the results is provided to the local H&S Advisor for filing on the MyPolice Internal Medical Service. Copies of the test results are also to be given to the individual being tested.

## Lead

The Medical Services team at RNZPC are responsible for advising the Supervisor of the group requiring lead health monitoring about the need for annual monitoring. The group Supervisor is to ensure the monitoring occurs and a copy of the results is provided to the RNZPC Medical Staff for analysis and filing on the MyPolice Internal Medical Service. Copies of the test results are also to be given to the individual being tested.

Responsibilities for Fingerprint, SOCO, people subject to Wellcheck criteria, and NCLRT are as described in the applicable policy. Test results are to be filed on the MyPolice Internal Medical Service; a H&S Advisor can assist with this.

## Consent forms

Individuals are to complete a Consent Form for Health Monitoring (*download below*) before any baseline or ongoing health monitoring is conducted. Signed consent forms are to be provided to the local H&S Advisor for filing on the MyPolice Internal Medical Service.

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 [Consent Form for Health Monitoring](#)

62.05 KB

**Note:** Health monitoring is a legal requirement; if an individual does not want their health to be monitored they should not be employed in a role requiring health monitoring.

## Medical review of results

Lead results will be reviewed by the Medical Services team at RNZPC.

Noise health monitoring results will be reviewed by the medical provider conducting the test.

Other results must be reviewed by an occupational health medical practitioner. Districts/workgroups can choose which occupational health medical practitioner they wish to review the results. The occupational health medical practitioner is to report any abnormal results to the individual and the supervisor of the group. The supervisor is responsible for informing the District H&S Adviser of abnormal results.

Abnormal results are to be managed on a case-by-case basis.

## Record keeping

All test results are to be recorded in the Internal Medical Service of MyPolice. The results of individual health monitoring are to be kept for 30 years (reg [32](#) of the Health and Safety at Work (General Risk and Workplace Management) Regulations 2016).

