

UPMC Beacon Hospital

Beacon Court, Sandyford, Dublin 18

UPMC Beacon Hospital is a state of the art facility where patient care and employee satisfaction are the highest priorities. The Hospital has 183 beds and 8 operating theatres with dedicated rooms for Neurosurgery, Urology, Cardiac, General, Orthopaedic and Ophthalmic Surgery and a fourteen-bed Critical Care Unit.

UPMC is redefining health care by using innovative science, technology, and medicine to invent new models of accountable, cost-efficient, and patient-centred care.

**Applications are invited for the following full time position (6 month contract)
Closing date for applications: Friday 3rd February 2012.**

Job Description

Job Title	Occupational Health Nurse
Location	UPMC Beacon Hospital
Reporting To	Human Resources Director and Occupational Health Physician

Key Objective

The provision of a comprehensive, professional and effective occupational health service to all employees of Beacon Hospital by providing advice and support on all work related health issues to ensure compliance with legislation, best practice and hospital policy guidelines.

Areas of Responsibility

Health Assessments

- To design and perform medical/ suitability assessments for existing or potential employees, highlighting any health issues that may impact on long term capability to fulfil job function and to comply with relevant legislation.
- When necessary involve/refer to the occupational physician and departmental managers.

Health Surveillance

- To perform health surveillance on employees whose work area or practices are identified by the risk assessment process as requiring it, ensuring compliance with legislation e.g. (General Application Regs 2007).

Policies and Procedures

- Be familiar and work in accordance with all policies and procedures

Health and Safety

- Be conversant and comply with relevant health and safety legislation particularly awareness of legislation and best practice in those areas of occupational health that can impact on health and safety overall.

Welfare and Rehabilitation

- To recommend rehabilitation or restricted duties programs to facilitate a return to productive employment.
- To highlight potential capability issues.
- To provide information and advice on any health issue to employees who require it and refer to other health professionals when appropriate.
- Working with Human Resources, to provide effective support to employees on sickness absence, or have ea medical condition that could affect their work performance.
- Provide ergonomic and pregnancy risk assessments on employees within their work area.

Management Information

- Provide professional advice to management on all aspects of Occupational Health. Collate, analyse and appropriately present occupational health data, identify current trends and make recommendations for proactive action to facilitate prompt and effective management decision making.

Administration

- To maintain up to date accurate confidential record for all employees using PeopleSoft and Meditech
- Ensure costs are within agreed budget.

Immunisation

- Ensure employees receive immunisations as appropriate.
- Ensure adequate recall system and database of employees' immunisation.

Accident Reporting

- Liaise with Quality department with reporting and analysing accidents at work.
- Liaise with hospital departments in working towards prevention of hospital accidents.

Health Promotion

- To work as part of a Health Promotion team to promote a healthy work force and environment.

- Liaise with departmental managers on healthy workplace initiative.

Qualification and Training

- Registered General Nurse with 3 years experience
- Occupational Health and Safety Diploma or equivalent
- Phlebotomy skills essential
- Case management experience

Desired Skills

- Experience in a similar position in a hospital environment
- Experience in managing third party cases.

Please email applications to:

Denise Cole, HR Director
denise.cole@beaconhospital.ie