Medical Report Consent Form

Consent Request

In connection with your recent Occupational Health Referral Appointment, our Occupational Health Physician would like to request consent to obtain a report/additional information from your GP and/or Consultant on your state of health.

If you give your consent then please be assured that any medical report will be treated in the strictest confidence. The report may be summarised by our Occupational Health Physicians or passed to your HR department or your line manager in its entirety subject to your rights listed below.

Employee rights under the Access to Medical Reports Act 1988

1) You can ask to see the medical report before the company receives it. This request for access can be made either:

- a) To the company when you grant us permission to obtain it (in which case we will tell the doctor of your request and let you know when we apply for the report)

OR

- b) Direct to the doctor at a later date but before the report is supplied to the company.

2) If you ask to see the report:

- a) You must contact the doctor to arrange access within 21 days of the company applying for the report, otherwise the doctor can give the report to us without showing it to you and without your consent.
- b) Having seen the report you can ask the doctor (in writing) to amend anything which you think is incorrect or misleading. If the doctor does not agree, a statement of your views will be attached to the report at your request; and
- c) Provided you have seen it, the report will not be given to us unless you give the doctor your consent.

3) You will not be entitled to see any part of the report which:

- a) the doctor believes could seriously harm your physical or mental health, or that of others
- b) indicates the doctors intentions in respect of you, or
- c) reveals information about another person or the identity of someone who has given the doctor the information about you (unless the persons consents or is health professional involved in your care).

4) The doctor will tell you why access to the whole or part of the report is refused. Your rights of amendment will apply only on the disclosed part of the report. The doctor will only give the report to the company with your consent.

5) You do not have to give the company permission to obtain a medical report. (however the inability to obtain up-to-date medical information may affect decisions made about your employment with the company).

6) You may ask to see any medical report relating to you which the doctor has provided for employment purposes in the last six months. Such a request should be made to your doctor.

7) If appropriate the information obtained from your doctor or specialist will be used by the company medical advisor to advise the company as to whether further investigations are required.

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To be completed by the employee and returned to the Employer & Occupational Health Physician

To: Company:

Employee Name:

Address of Employee:

I hereby consent to the company requesting a medical report from the company's medical advisers and obtaining information about my medical history from my doctor (and or specialist doctor). I have been informed of my rights under the access to Medical Reports Act 1988.

I wish / do not wish to see the report. (Delete as appropriate)

Signed: Date:

Name of Doctor or Specialist	Address of practice / Hospital or department details	Contact details including Telephone number and postcode