**Suggested Occupational Health Questions**

The employee has had various short-term absences as detailed on their attached sickness record. Are these absences be connected? Is there an underlying medical reason for these absences?

Does the employee have an underlying condition which would account for their high level of sickness absence as detailed on their attached sickness report?

Does the employee have any underlying health conditions which affect their attendance/performance/fitness to work?

What is the exact nature of the employee’s condition(s), how long (approximately) have they had the condition(s), and how long would you expect the condition(s) to last and what is the likely prognosis?

What are the likely causes of the employee’s condition(s) and will the condition(s) be aggravated by the employee’s job role and/or workplace issues?

What treatment is the employee currently receiving? In your opinion, given the employee’s medical history, how long is this treatment likely to take? How effective is the current treatment likely to be?

Will the employee be able to return to work in between treatment sessions? What support will they need?

What medication is the employee being prescribed? What is the effect of the medication and in your opinion, given the medical history, how effective is the current treatment likely to be? When is the employee likely to experience improvements?

Are there any treatment or medication side effects which are likely to interfere with the employee’s work? When might these side effects happen and how long might they last?

In your medical opinion, is there a requirement for further medical treatment/support/intervention?

Is it possible that the employee’s condition could deteriorate further?

Would the employee benefit from being referred to a Counselling service?

Is the employee medically fit to return to their job (job description attached)?

Is the employee likely to able to return to work with the next 12 weeks?

When is the employee likely to return to work?

Is the employee’s condition likely to recur/affect future attendance/performance?

Is the employee likely to be able to provide an efficient and regular service on their return to work?

In your medical opinion, does employee have a disability within the meaning of the Equality Act 2010. If so, what substantial adverse and long-term effects does the employee’s condition(s) have upon the employee’s ability to carry out normal day-to-day activities and what particular normal day-to-day activities are affected?

Is employee fit to continue working in their current role? Please provide details of what aspects of the role the employee is not fit to continue with or which duties require adjustments (job description attached).

Are there any adjustments, either temporary or permanent nature, which could be made in order to enable the employee to return to their role?

If the employee is not fit to return to their substantive role, are they fit enough to be redeployed into another role?

Do you have any special recommendations regarding the hours that the employee may be able to work and the frequency of their attendance at work? If a phased return is recommended, please confirm on what basis.

In your medical opinion, would it be appropriate to make an ill health retirement referral?

Is the employee fit to participate in a meeting to discuss their capability to continue in their current role if not, are there any adjustments which would enable the employee to participate in a discussion about their capability with us?

Is the employee fit enough to participate in a formal HR process, if not, are there any adjustments which would enable the employee to participate in the process?

Do you have any other specific recommendations or observations which would help us manage the employee’s employment with us?

Is there any other relevant information or advice you think will help us manage the employee’s sickness absence and assisting us in getting them back to work?