

Company doctors of the HSE Department (VGM):

Who What Where

It is healthy to work, but –under certain circumstances- it may also harm your health. As a result of a (temporary) illness or impairment you may not be able to work. The company doctors of the Health, Safety and Environment Department (afdeling Veiligheid, Gezondheid en Milieu, VGM) help you to avoid health risks and assist you during your recovery and return to work. Often the company doctor is called in by a supervisor, but did you know that you may contact the company doctor yourself for advice too?

Who are we?

At this moment the HSE Department of the LUMC and Leiden University has five BIG registered company doctors and one trainee company doctor:

- Mrs M.C. Bleeker, MD
- Mrs M.B. Danhof-Pont, MD
- Mrs C.Y. Eger, MD
- Mr T. Rejda, MD
- Mr C.J. van der Zwan, MD
- Mr M.R.W. Guijt (trainee doctor), MD

Company doctors each have a fixed group of employees to look after. When absent, the duties of your company doctor are taken care of by another colleague who is authorized to consult your file.

When to see the company doctor?

There are two reasons to see the company doctor:

- You are not ill but you have some complaints, problems or questions related to your job and your health.
- You have reported ill and you require advice on returning to work. You can make an appointment yourself with the company doctor. If you do not make an appointment you are called up automatically within 4 - 5 weeks.

To see the company doctor you have to make an appointment by contacting the reception on (071) 526 8015 or (071) 527 8015.

Supervisor, HR and the company doctor

Whether you are ill or you try to avoid getting ill, we expect you to first discuss matters with your supervisor.

Together you try to come up with an appropriate solution. If this does not work and you need advice you may make an appointment with the human resources advisor and/or your company doctor. The company doctor advises both you and your supervisor and together you decide whether you follow the advice.

During sickness absence you are always assigned a case manager. Usually that is your own supervisor. During your illness you stay in touch with your case manager. Together you reach agreement on your return to work. If you need further assistance, the company doctor may give advice.

The tasks of the company doctor

Consultation and advice

If you require advice about matters related to your health and your job, such as pregnancy, medication or working with a chronic disease/impairment you may make an appointment to see your company doctor.

Counselling during illness

When you are ill, you inform your supervisor that you are not able to work. Should you be ill for more than 5 weeks, you are called up to see the company doctor. The company doctor informs both you and your supervisor about your medical possibilities and limitations, the prognosis, and advises you about making a work reintegration plan together, should that be necessary. Of course, the company doctor always keeps your information confidential.

Assistance when returning to work

When you return to work after your illness, the company doctor discusses with you how to prevent falling ill again. If necessary he/she also discusses with your supervisor any changes to be made in your work environment or your tasks.

Prevention

The company doctor actively assists in achieving a healthy working environment and in preventing illness. He/she investigates the risks employees are exposed to at work and advises your employer about any measures to take. He/she also advises you and your employer about legislation on sickness absence and occupational disability.

Your company doctor investigates which other preventive actions (e.g. regular medical examinations, (travel) vaccinations, personal protection equipment) are appropriate for your working environment.

Pre-employment medical examination

If you apply for a (different) position or you join the company emergency response team (BHV), a medical examination may be required.

This depends on the position you apply for. During the medical examination the company doctor only considers your current fitness with regard to the position. He/she does not examine more than is necessary.

Company doctors' procedures

The company doctors are independent. It is our objective to let you work as much and as responsibly as possible in so far as your health allows, taking into account the options offered by your employer. In our work we adhere to nationally agreed core values (see box).

Privacy

Company doctors are subject to a duty of confidentiality. The meetings you have with your company doctor are confidential and without your permission we do not pass on confidential information.

If you cannot work because of your illness, we do however discuss your medical options and limitations with your supervisor. We also give an indication of the expected duration of your illness, which, in accordance with the Eligibility for Permanent Incapacity Benefit (Restrictions) Act (*Wet Verbetering Poortwachter*) we are obligated to do.

Difference between company doctor and GP

Your GP and your company doctor are both doctors: to both, your well-being is of paramount importance. The main difference is that the company doctor considers your health matters in relation to your work. This may entail prevention of health problems or return to work after an illness.

It may so happen that both your GP (or other practitioners) and your company doctor give you advice. Your company doctor may (with your permission) consult your GP or any other practitioner to prevent clashing advice.

Cooperation

Apart from cooperating with medical practitioners we also cooperate with other working-condition experts, e.g. safety experts.

Company doctors' office

The company doctors' office is located in the LUMC Poortgebouw Zuid on the 3rd floor. For an appointment please contact the reception on telephone number (071) 526 8015 or (071) 527 8015.

University of Leiden or LUMC employees may refer to www.albinusnet.nl/weten-en-regelen/gezond-en-veilig or the website of the University: medewerkers.leidenuniv.nl/p-en-o for more

information about the company doctors of the HSE department.

10 Core values of the company doctor

1. The actions of the company doctor are aimed at preventing occupational diseases and work-related afflictions, and at maintaining long-term employability of the employee. This is in the interest of the employee, the society he/she is part of, and the organization the company doctor advises.
2. Proper occupational health care is about the interaction between work and health. The company doctor brings that care in line with the specific work situation: customized care.
3. The company doctor provides occupational health care from a professionally independent basis, taking responsibility for the nature and contents of the care he/she provides.
4. Proper occupational health care is both preventive as well as curative and entails that the employee has unrestricted access to that care (for instance during open consultation hours). His right to privacy is respected at all times.
5. Proper occupational health care requires up-to-date information about and therefore regular inspection of the working conditions.
6. Both supervisors as well as staff representatives have access to the company doctor, and vice versa.
7. Proper occupational health care requires, if so prescribed, cooperation with or referral to other specialists within or outside the organisation and health care.
8. Proper occupational health care complies with legal frameworks and evidence based guidelines and standards drawn up by the profession. Every company doctor knows those frameworks, guidelines and standards. Professional medical confidentiality is respected at all times.
9. Proper occupational health care means a good company doctor: he/she is trained and registered on the basis of verifiable knowledge and proficiency requirements contained in the profile of the profession.
10. Proper occupational health care is provided in accordance with agreements reached with clients. These agreements shall never clash with these ten core values. The company doctor himself is responsible for verifying that the agreements comply with these core values.