

LIVERPOOL SCHOOL OF TROPICAL MEDICINE (LSTM)

Occupational Health Advisor

Liverpool International Health Ventures Limited - Well Travelled Clinics Limited



Salary: £32,625 to £38,005 per annum (pro rata, plus pension)

Part time - 25 hours per week, Permanent Appointment

Based in Liverpool and Chester Clinics

Would you like to join an established occupational health (OH) team with specialist expertise in travel and tropical medicine?

Are you interested in developing your knowledge and experience in relation to occupational health, travel, and tropical medicine?

Well Travelled Clinics Ltd is a subsidiary company of the world-renowned Liverpool School of Tropical Medicine (LSTM). We are LSTM's dedicated travel health clinic specialising in providing pre-travel occupational health assessment and advice to those who work overseas. We also provide an in-house OH service to LSTM staff and students as well as other organisations within Liverpool.

To find out more please click on the link.

<https://www.welltravelledclinics.co.uk/occupational-health>

The Role:

We are looking to recruit a part-time Occupational Health Advisor to work flexibly across our Liverpool and Chester clinics. The job will involve working 25 hours per week, between Monday-Saturday to fit the needs of the clinic schedules. This will involve being part of a rota for clinics on weekday evenings and Saturdays.

Main duties include (but are not limited to):

Occupational Health

- Carry out health assessments of our corporate clients through reviewing completed new starter questionnaires, contributing to sickness and absence reviews and OH surveillance activities, identifying anyone who requires further specialised input or assessment and liaise with Occupational Health Physician.
- Work independently to make clinical judgements and decisions. Provide individual clinical risk assessments, including to those with complex occupational travel health needs, tailored to the client's area of travel, with an aim to reduce ill health in clients who work/travel overseas from infectious, parasitic, and environmental hazards. Interpret risk assessment where advice is not straightforward.
- Set and maintain quality standards in relation to our occupational health services. Take the lead on specific audit activities related to the quality oversight of occupational health services within the clinic.

Travel Health

- Advise travellers with complex/special needs and make clinical decisions in more complex scenarios such as elderly travellers, pregnant travellers, children, and immune-suppressed travellers (in accordance with WTC clinical guidelines). providing up-to-date, evidence-based information, advice and education on travel health, immunisations, and malaria prophylaxis.
- Dispense and administer vaccinations, malaria tablets and other tests and treatments in accordance with the clinic's patient group directives (PGDs) and Patient Specific Directives (PSDs). Assist with the taking of samples and carrying out point of care tests in accordance with the clinic's policies and procedures, including carrying out venepuncture for taking blood samples and Covid swab-sampling in accordance with the Standard Operating Procedures.

- Provide health education and advice to travel and occupational health clinic clients, so that they can make informed choices regarding travel and vaccination options. Demonstrate good geographic knowledge.

Research

- Responsible for contributing to a portfolio of Clinical Research Projects in accordance with Good Clinical Practice Guidelines and research governance standards for clinical research studies
- Identify and help recruit patients eligible to enter clinical research studies.
- Ensure the safe administration of treatments, drugs and vaccines that are given within the context of a clinical research study.
- Advise staff and researchers on data collection, data entry and safe data storage. To respond to concerns if inaccurate or incomplete data entry is suspected.

The Candidate: Key to the success of your application is your ability to demonstrate success against the criteria below (see the attached job description for the full criteria):

Education & training

Experienced 1st level Registered Nurse
 Educated to degree level or equivalent experience
 Postgraduate qualification in occupational health nursing

Experience

Deliver an Occupational Health Service
 Organise and supervise health care clinics

Knowledge, skills & competencies

Excellent interpersonal skills, ability to relate to a wide range of people and explain information simply.
 High standards of client care
 Ability to train and supervise others
 Network and communicate with senior clinicians, managers, and non-clinical staff
 Self-motivated and a good team player

General and personal characteristics

Capable of working on own initiative and able to work under pressure to meet objectives
 Able to work with sensitivity/tact, including a commitment to confidentiality

Please note that the successful candidate will be required to undergo an enhanced DBS and/or other international criminal record check prior to appointment and at regular points during employment. The outcome must be satisfactory to WTC and LSTM, as the duties of this post will involve direct and/or indirect contact with vulnerable adults and/or children.

Closing Date: 6th June 2021

Interview date: 16th June 2021

Application Process: To apply for the position please follow this [link](#) and upload your **CV and Covering Letter**.

If you have any informal enquiries please contact julie.pauline@lstmed.ac.uk

Inclusion is central to our values at LSTM.

We seek to attract and recruit people who reflect the diversity across our communities, regardless of sexual orientation, gender identity, ethnicity, nationality, faith or belief, social background, age and disability. LSTM selects candidates based on skills, qualifications, and experience.

We welcome conversations about flexible working; and applications from those returning to employment after a break from their careers.

Due to the volume of applications, we receive, we sometimes close our vacancies early. It is therefore advisable to apply as early as possible if you would like to be considered for a role.

Look at some of the great work we have achieved over the past year by viewing our annual report:
<https://www.lstmed.ac.uk/about/publications/lstm-annual-report-2019-2020>

LSTM actively promotes Equal Opportunities and Safeguarding Policies