

Annex C:

Medical & Fitness Standards

Outline

The MCA has made Health standards compulsory for all operational staff. These standards are role specific and subject to continual monitoring by the Agency's Occupational health provider.

A copy of the standards is enclosed however these are subject to ongoing review with occupational health, specifically with regards to the use of BMI, operations room mobility and learning disorders such as dyslexia which may affect ability to transfer information accurately.

A compulsory fitness test must also be passed for the following roles; Coastal Operations Area Commander (COAC), Senior Coastal Operations Officer (SCOO) and Coastguard Rescue Officers (CRO).

Any members of staff who are assessed against the Health Standard for roles based in the operations room* and who wish to undertake functions/ activities of a role with a higher requirement e.g. CRO/ SCOO/COAC must pass any additional requirements for those roles. This could include a spirometry test, step test and fitness test.

All staff will have to be reassessed at regular periods as specified by the Occupational Health provider.

Failure to achieve and/or maintain the standards will mean that staff are not appointed to the position or appropriate remedial measures including termination of contract through appropriate routes.

*** Maritime Operations Officer/Senior Maritime Operations Officer/Team Leaders/ Maritime Operations Controller/Coastguard Operations Divisional Commander/ Senior Aeronautical Operations Officer/ Aeronautical Operations Specialist/ Aeronautical Operations Controller/ JRCC Managers**

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Generic Operational Health Standard for

**Maritime Operations Officer/Senior Maritime Operations Officer/Team Leaders/
Maritime Operations Controller/Coastguard Operations Divisional Commander/
Senior Aeronautical Operations Officer/ Aeronautical Operations Specialist/
Aeronautical Operations Controller/ JRCC Managers**

The health standards used by the Occupational Health Professional have been based upon the risk assessments carried out by the MCA.

	Required Test	Accepted Standard	Comments
Vision	Distance vision (Snellen Chart Near vision (Jaeger plates)	At least: 6/6 in one good eye by Snellen Chart N5 at 30cm by Jaeger Plate (correction may be worn, if so then uncorrected vision must be at least 3/60 in one eye) Identifying numbers on all plates containing numbers	Failure to meet standard: advise to consult Optician, may continue in role
Colour Vision	Ishihara Colour Plates		Colour vision is a requirement for the role and requires a pass or fail
Monocular Vision	Assess Accommodation	Evidence of accommodation to monocular vision	
Visual Fields	Assess visual fields	Full Visual Fields	
Hearing	Audiometry	HSE Audiometric category standard Categories 1 and 2: Pass Categories 3 and 4: Fail	Details of audiometric testing and categorization to be found in Control of Noise at Work Regulations 2005 ACOP L108
Hearing Aids	None	Obtain report from treating audiologist advising on attenuation obtained by hearing aid, keep in medical record	Audiometric testing not required as under care of treating specialist and corrections made
Mobility	Musculoskeletal Assessment	Normal use of all limbs. No spinal problems. No difficulty with balance or co-ordination, no underlying medical condition posing a risk of: impairment of balance, co-ordination or use of limbs.	
General Health	Health Questionnaire	No evidence of an active or recurrent medical problem	
Blood Pressure	Measure Blood Pressure	Blood Pressure result with a lower (diastolic) reading below 100mm/Hg: Pass	Failure to meet standard: Refer to GP, may continue in role

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		Blood Pressure result with a lower (diastolic) reading above 100mm/Hg: Fail	
Urine	Urinalysis	Sugar or protein present in urine, refer to GP, but should not result in a failure of the health standard	
BMI	Height and Weight	Unless there are additional health or mobility concerns, BMI can be ignored	

Guidance Note for Role:

**Maritime Operations Officer/Senior Maritime Operations Officer/Team Leaders/
Maritime Operations Controller/Coastguard Operations Divisional Commander/
Senior Aeronautical Operations Officer/ Aeronautical Operations Specialist/
Aeronautical Operations Controller/ JRCC Managers**

The health standards used by the Occupational Health Professional have been based upon the risk assessments carried out by the MCA.

Test	Meaning	Consideration
Vision	Distance vision is tested using a wall chart Near vision is tested using near vision book Visual fields are tested by the OHA sitting in front of you and moving an object to each side. Each eye is tested independently and if you wear spectacles you will be tested with and without them.	Careful consideration would be given to those with a pathological condition, e.g. glaucoma that is untreated. Individuals with monocular vision (loss of vision in one eye) would be excluded if they could not demonstrate that they had accommodated to the condition. Individuals with reduced vision in one eye, but vision that meets the standard in the other eye, will be treated the same as someone with monocular vision. <u>How do they demonstrate that they have accommodated to the condition?</u> Individuals who are colour blind would be excluded due to the need for identifying distress flares, navigation lights on ships and colour coded information on computer screens.
Hearing	Hearing is tested using an audiometer which tests hearing at different frequencies. You wear headphones and indicate hearing by pressing a hand held button.	Good hearing is required for use of radio and telephone work using headphones but with busy operations background noise and individuals with profound deafness in one ear would be excluded. Careful consideration would be given to individuals with high frequency loss due to inability to hear effectively in situations where there may be high background noise, i.e. incident working.
Mobility	Ability to use all limbs, and good spinal movement. Balance and co-ordination is tested by asking you to stand with feet together and eyes closed, then with arms outstretched bringing each arm in to touch your nose in turn.	Individuals need to have a reasonable level of fitness and health. Individuals who have a medical condition that affects balance or co-ordination, e.g. Vertigo may be excluded.
General Health	A note of your general medical history will be taken. Base line health assessment will also be undertaken which will include completing a health questionnaire and undertaking some simple tests e.g. hearing, urine test, height/weight, blood pressure, pulse, skin assessment, check of mobility, balance and co-ordination.	The Occupational Health Professional will be looking at whether there is any history or current health condition, which poses a risk of sudden incapacity or impairment. Consideration to health conditions likely to be aggravated by extended hours will also be considered.
Frequency of Health Tests	Assessment of health will be undertaken at pre-employment and during employment. The purpose is to assess whether you have a health condition which would affect your ability to undertake the proposed job or whether the job could adversely affect your health. Routine health surveillance will be repeated every 3 years unless more frequent screening is recommended on the basis of individual circumstances. Additional assessment may be required in the event of a specific incident, or if there has been a significant change in your health status. If you have any concerns regarding your health and your job you should contact Human Resources or your Manager who will arrange referral to Occupational Health if appropriate	.

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Generic Operational Health Standard for

Senior Coastal Operations Officer & Coastal Operations Area Commander

The health standards used by the Occupational Health Professional have been based upon the risk assessments carried out by the MCA.

	Required Test	Accepted Standard	Comments
Vision	Distance vision (Snellen Chart Near vision (Jaeger plates)	At least: 6/6 in one good eye by Snellen Chart N5 at 30cm by Jaeger Plate (correction may be worn, if so then uncorrected vision must be at least 3/60 in one eye) Identifying numbers on all plates containing numbers	Failure to meet standard: advise to consult Optician, may continue in role
Colour Vision	Ishihara Colour Plates		Colour vision is a not requirement for the role but will be tested and the result noted for management awareness and adjustment if required.
Monocular Vision	Assess Accommodation	Evidence of accommodation to monocular vision	
Visual Fields	Assess visual fields	Full Visual Fields	
Hearing	Audiometry	HSE Audiometric category standard Categories 1 and 2: Pass Categories 3 and 4: Fail	Details of audiometric testing and categorization to be found in Control of Noise at Work Regulations 2005 ACOP L108
Hearing Aids	None	Obtain report from treating audiologist advising on attenuation obtained by hearing aid, keep in medical record	Audiometric testing not required as under care of treating specialist and corrections made
Mobility	Musculoskeletal Assessment	Normal use of all limbs. No spinal problems. No difficulty with balance or co- ordination, no underlying medical condition posing a risk of: impairment of balance, co-ordination or use of limbs.	
General Health	Health Questionnaire	No evidence of an active or recurrent medical problem	
Blood Pressure	Measure Blood Pressure	Blood Pressure result with a lower (diastolic) reading below 100mm/Hg: Pass Blood Pressure result with a lower (diastolic) reading above 100mm/Hg: Fail	Failure to meet standard: Refer to GP, may continue in role

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Urine	Urinalysis	Sugar or protein present in urine, refer to GP, but should not result in a failure of the health standard	
BMI	Height and Weight	Unless there are additional health or mobility concerns, BMI can be ignored	
Cardio-vascular Health	Tecumseh Step Test	Pulse rate of 48 or less over 30 seconds: Pass Pulse rate of 49 to 56 over 30 seconds: Borderline Pulse rate of 57 or above over 30 seconds: Fail	For details of Tecumseh step test see MCA Fitness Assessment Instruction Manual 2012 Failure to meet this standard renders the individual medically unfit to progress to the MCA fitness Assessment. Review in 3 months

Guidance Note for Role:

Senior Coastal Operations Officer & Coastal Operations Area Commander

The health standards used by the Occupational Health Professional have been based upon the risk assessments carried out by the MCA

Test	Meaning	Consideration
Vision	Distance vision is tested using a wall chart Near vision is tested using near vision book Visual fields are tested by the OHA standing behind you and moving an object to each side. Each eye is tested independently and if you wear spectacles you will be tested with and without them.	Careful consideration would be given to those with a pathological condition, e.g. glaucoma that is untreated. Individuals with monocular vision (loss of vision in one eye) would be excluded if they could not demonstrate that they had accommodated to the condition. Individuals with reduced vision in one eye, but vision that meets the standard in the other eye, will be treated the same as someone with monocular vision. <u>How do they demonstrate that they have accommodated to the condition?</u> Individuals who are colour blind would be not be excluded however management awareness is required due to the need for identifying distress flares, navigation lights on ships and colour coded information on computer screens.
Hearing	Hearing is tested using an audiometer which tests hearing at different frequencies. You wear head phones and indicate hearing by pressing a hand held button.	Good hearing is required for rescue work and individuals with profound deafness in one ear would be excluded. Careful consideration would be given to individuals with high frequency loss due to inability to hear effectively in rescue situations where there maybe high background noise, i.e. weather conditions.
Mobility	Ability to use all limbs, and good spinal movement. Balance and co-ordination is tested by asking you to stand with feet together and eyes closed, then with arms outstretched bringing each arm in to touch your nose in turn.	The job involves significant physical activity and therefore individuals need to have a reasonable level of fitness and health. Individuals who have a height / weight ratio (expressed as Body Mass Index) over a certain level would be excluded as it would impair an individual's ability to respond in emergency situations quickly and efficiently. Individuals who have a medical condition that

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		affects balance or co-ordination, e.g. Vertigo may be excluded.
General Health	A note of your general medical history will be taken. Base line health assessment will also be undertaken which will include completing a health questionnaire and undertaking some simple tests e.g. hearing, lung capacity, urine test, height/weight ratio, blood pressure, pulse, skin assessment, check of mobility, balance and co-ordination.	The Occupational Health Professional will be looking at whether there is any history or current health condition, which poses a risk of sudden incapacity or impairment. Consideration to health conditions likely to be aggravated by extended hours.
Frequency of Health Tests	Assessment of health will be undertaken at pre-employment and during employment. The purpose is to assess whether you have a health condition which would affect your ability to undertake the proposed job or whether the job could adversely affect your health. Routine health surveillance will be repeated every 3 years unless more frequent screening is recommended on the basis of individual circumstances. Additional assessment made be required in the event of a specific incident, or if there has been a significant change in your health status. If you have any concerns regarding your health and your job you should contact Human Resources or your Manager who will arrange referral to Occupational Health if appropriate.	

Mental Wellbeing & Resilience Questionnaire for:

- Maritime Operations Officer
- Senior Maritime Operations Officer
- Team Leaders (Maritime/ARCC/VTSO)
- Maritime Operations Controller
- Coastguard Operations Divisional Commander
- Senior Aeronautical Operations Officer
- Aeronautical Operations Controller
- MRCC Commander
- JRCC Manager
- Senior Coastal Operations Officer
- Coastal Operations Officer
- Coastal Operations Area Commanders
- Staff Officer
- JRCC Commander
- Network Commander
- Chief Coastguard
- Deputy Chief Coastguard
- Vessel Traffic Services Operators
- Head of Standards
- Deputy Head of Standards
- Standards Officer
- Coastguard Technical Trainer (Maritime/Coastal/ARCC)
- Resilience Officer
- Operational Admin Support Roles

The mental wellbeing and resilience questionnaire is used by the MCA for pre-employment assessment to determine fitness for the above roles. The questionnaire is not a tool intended to diagnose mental health conditions, but instead is used to identify any mental health issues that could be exacerbated through working with the MCA. Once complete, responses will be viewed by MCA's Occupational Health clinicians to determine if any signposting or a further assessment with a clinician is required.

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