

**Eighth annual update – and The At Work Partnership's 100th conference  
– in association with the journal *Occupational Health [at Work]***

# TRAINING



## Preview 2012: OH legal & professional update

**Monday 30 January 2012  
Central London**

Chaired by *Dr John Ballard*, editor of *Occupational Health [at Work]*

Keynote address: *Diana Kloss*, barrister

100<sup>th</sup> CONFERENCE  
organised by **The At Work Partnership**

**CPD:**  
Self-certification  
schemes:  
5 hours

- › Disability discrimination law update
- › Keeping on the right side of the law – challenging situations for OH professionals
- › Implementation of the European Sharps and Needlestick Directive
- › Gaining SEQOHS accreditation: a case study of an in-house occupational health department
- › Written evidence and employment tribunals: report writing and OH



Quality  
conferences  
at value for  
money prices



# Programme

## 9.00 Registration and coffee

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## 9.20 Welcome and introduction

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*Dr John Ballard, The At Work Partnership*

## LEGAL UPDATE

## 9.35 Disability discrimination law update

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*Rebecca Tuck, Old Square Chambers*

- Definition of disability – new guidance on the definition of disability; when is it ‘substantial’ and what is a ‘normal day-to-day’ activity?
- Comparators
- Progressive and recurring conditions
- Dyslexia
- Harassment
- Gender reassignment

## 10.25 Coffee, networking and exhibition

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## 10.50 Keynote address: An unsuitable job for an OH practitioner?

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*Diana Kloss, barrister*

An examination of challenging situations for OH professionals, asked to provide advice on an employee’s fitness, in situations involving dismissal, disciplinary hearings and the ageing worker

- Health, fitness and capability to do the job
- Unfair dismissal
- Disciplinary hearings
- Age discrimination
- OH role and ‘the patient’s best interests’

## 11.50 OH law – legal surgery

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Your chance to ask pre-submitted and live questions

## 12.15 The Sharps and Needlestick Directive

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*Julian Topping, NHS Employers*

- What the directive requires
- How it will be implemented in the UK
- Enforcement
- Consulting with the workforce
- Cost of implementation

## 13.05 Lunch, networking and exhibition

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## PROFESSIONAL PRACTICE UPDATE

## 14.10 SEQOHS accreditation – how and why we did it

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*Lorraine Warren, Astrium Ltd*

- Occupational health at Astrium, a leading European space company
- Why SEQOHS?
- The process
- Resource implications
- Ongoing review

## 14.50 Written evidence and employment tribunals: report writing and OH

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*Penny Harper, Legal Experience Training*

- Use of records, statements and reports in the legal process
- Purpose, structure, style and language of reports
- Dealing with issues, facts and evidence from examinations and medical reports
- Setting out a well reasoned opinion or recommendation
- Handling strengths and weaknesses in the evidence

## 15.40 Final questions

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## 15.50 Drinks reception and exhibition

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## 16.00 Free prize draw

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## 16.30 Close of day

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## About The At Work Partnership

Dedicated to bringing high quality, good value conferences to occupational health, health and safety, and human resource professionals, **The At Work Partnership** researches the subjects that really matter to professionals in your field, and sources speakers who are true subject experts. We ensure that each conference is of the highest quality, and provide you with useful documentation to which you can refer time and time again. As well as running conferences, **The At Work Partnership** publishes *Occupational Health [at Work]* which provides OH professionals with expertly written and researched legal, practical and management occupational health information.

We also produce a **free** monthly email newsletter highlighting key OH news. To ensure you get your copy please call 0845 017 6986, or e-mail [subscriptions@atworkpartnership.co.uk](mailto:subscriptions@atworkpartnership.co.uk)

# Preview 2012: OH legal & professional update

Are you prepared for 2012? Do you know the recent legal and professional developments that will be affecting your work in occupational health over the next 12 months?

This eighth annual conference from **The At Work Partnership** provides you with an update on crucial developments in OH law and professional practice. A handpicked panel of experts will take delegates through some of the most complex and important developments in occupational health law, providing no-nonsense explanations of how they will affect OH professionals, employers and employees in practice. Our interactive legal surgery will ensure that you have plenty of opportunity to get all your questions answered.

The conference opens with an examination of the implications of recent changes in discrimination law, mainly resulting from the *Equality Act*, and focusing on specific issues of particular concern in occupational health. Our keynote address from Diana Kloss highlights particularly tricky areas of the law, and looks at how OH professionals should handle these. This is followed by an examination of the European Sharps and Needlestick Directive which must be implemented in the UK by May 2013 and will have far-reaching implications for healthcare employers and workers.

Our focus on OH professional practice addresses two areas, SEQOHS accreditation and OH report writing. Astrium's in-house OH department is one of the first to obtain SEQOHS accreditation, and they explain the process and how they feel it has benefited the organisation. Our session on OH report writing looks at writing reports that will stand up to scrutiny in employment tribunals and the wider legal process.

This eighth annual conference from **The At Work Partnership** provides an indispensable update on developments in OH law and professional practice.

## How will attending this training day benefit you?

### You will gain:

- Knowledge of the legal “do’s and don’ts” in some of the most challenging areas on which OH professionals have to advise
- A vital update on recent legislation and case law – you’ll be sure you know your obligations, and how to meet them
- An understanding of the complexities of OH report writing for use in the tribunals and legal process

### This event is designed for:

- OH professionals
- HR managers
- H&S practitioners
- case managers

**If you can only attend one conference this season, make sure you’re prepared for 2012 and come to this essential day!**

## Recent delegates at this event said:

**“An excellent annual event that should be in every OH professional’s diary.”**

*David Evans, Cambridgeshire Fire and Rescue Service*

**“A very worthwhile day.”**

*Dr Tom Venables, Occupational Health Physician, Health at Work*

## About our expert speakers

### Dr John Ballard

John has been writing about occupational health for the past 20 years. He edits the *Occupational Health [at Work]* journal and is director of The At Work Partnership. He is an honorary fellow of the Faculty of Occupational Medicine, a non-legal member of the Employment Tribunal Service and honorary senior lecturer at the University of Birmingham’s IOEM.

### Rebecca Tuck

Rebecca is a barrister at Old Square Chambers specialising in employment law. She is a fee paid employment judge, co-author of *Employment Tribunal Procedures (LAG)* and a contributor to *Harvey on Industrial Relations and Employment Law*. Her practice encompasses all areas of employment law, and she has a particular interest in discrimination cases.

### Diana Kloss

Diana is a practising barrister, employment judge and honorary senior lecturer in OH Law at the University of Manchester. Her publications include *Occupational Health Law* (5th edition, Wiley Blackwell, 2010). She is an honorary fellow of the FOM, an ACAS arbitrator, and in 2009 was awarded an MBE. Diana is chair of the Council for Work and Health and is a visiting professor at London South Bank University.

### Julian Topping

Julian ran child care facilities before becoming a civil servant in his late thirties. He moved to NHS Employers in 2005 and is now the Programme Lead for Health Work and Well-being covering a wide remit, including occupational health, health and safety, mental health, and all issues that impact on the health and well-being of NHS staff.

### Lorraine Warren

Lorraine has 20 years’ experience in occupational health including working in the NHS and British Aerospace. In her current role as senior occupational health advisor at Astrium Ltd, a leading European space company, Lorraine led her team to become one of the first organisations to gain SEQOHS accreditation in July 2011.

### Penny Harper

Penny is a solicitor and director of Legal Experience Training, specialising in witness skills training. Penny is the principal author of *The expert witness – a practical guide*, published by Sweet and Maxwell. Penny is currently sitting on a “Skills for Justice” Working Group considering the skills required for those collecting, writing and giving evidence.

## 100th At Work Partnership Conference

This conference is our 100th event since our launch in 2003. To celebrate, we are offering the following:

### Special delegate discounts

**Delegate Discounts:** Independent OH nurses or physicians, who are self-funding will be charged at the early bird reduced rate of **£149 + VAT**. This is a special discount that is only available at this event!

**Send your team:** Special discounts enable you to bring the whole team! Benefit from our early bird rates, and bring a third delegate for **£100 + VAT**, another one-off discount for this event.

### Exhibition

There will be a small exhibition of up to 10 stands running alongside the conference. If you are interested in exhibiting, please call us on 0845 017 6986

### Drinks reception and free prize draw

The day will end with a drinks reception, and a prize draw to win a first prize of a free place at a future one-day conference of your choice, plus three runner-up prizes.

# Booking Form

## Preview 2012: OH legal & professional update

Central London – Monday 30 January 2012

A B C D E F G

### First delegate

**Early bird rate** for bookings paid **before** 16/12/11

£299 + VAT (£358.80) per delegate – **save £70!**

**Main rate** for bookings paid **after** 16/12/11

£369 + VAT (£442.80) per delegate

Title  First name

Surname

e-mail

Position

### Second delegate – save 25%

**Early bird rate** for bookings paid **before** 16/12/11

£225 + VAT (£270.00) per delegate

**Main rate** for bookings paid **after** 16/12/11

£275 + VAT (£330.00) per delegate

Title  First name

Surname

e-mail

Position

### Third delegate – from only £100 + VAT!

**Early bird rate** for bookings paid **before** 16/12/11

£100 + VAT (£120.00) per delegate

**Main rate** for bookings paid **after** 16/12/11

£150 + VAT (£180.00) per delegate

Title  First name

Surname

e-mail

Position

### Organisation details

Organisation

Address

Postcode

Tel  Fax

**Self-funding delegates\***  £149 + VAT (£178.80) payment **before** 16/12/11  £199 + VAT (£238.80) payment **after** 16/12/11

**I have read and agree to the cancellation terms:** Authorised signature \_\_\_\_\_  
(This booking is not valid unless signed)

### Administration

#### Venue

The conference will be held at a hotel or training centre in central London. Details will be confirmed in your administration details.

#### Bookings

Places can be booked by post, telephone, fax or e-mail. In cases where your organisation's paperwork may take a couple of weeks to reach us, please telephone us on 0845 017 6986 to reserve a no-obligation provisional place.

#### Conference administration details

Please contact us if you do not receive written confirmation of your booking within two weeks of making the reservation. Details of the venue, a map and any final information will be sent to paid delegates approximately two weeks before the conference. If you have not received these one week before the event, please telephone us on 0845 017 6986, or e-mail conferences@atworkpartnership.co.uk

#### Cancellation policy

For cancellations received in writing 14 days before the conference, we will provide a refund, less a 25% administration fee to cover administration costs. If the cancellation is received within 14 days of the conference, no refund will be made, but we will accept an alternative delegate from your organisation at the event. Refunds are not available to delegates who fail to attend after confirming a booking.

#### Hotel accommodation

Hotel accommodation can be arranged through Venuehunt.  
Tel: 01722 500675. Online: www.venuehunt.co.uk

#### Special requirements

If you have any special needs, please let us know in advance and we will be delighted to try and help.

#### Payment information

Main Rate: £369 + VAT per delegate. Early Bird Rate: £299 + VAT per delegate for bookings received and paid for by 16 December 2011. (Bookings made by 16/12/11, but not paid by this date, will be charged at the higher rate). Further discounts apply to bookings made for 2nd and 3rd delegates from the same organisation. Team rate totals £794 + VAT Main Rate or £624 + VAT Early Bird Rate for a team of three. Subsequent delegates will be charged at the 2nd delegate rate. To qualify for the team discount, places must be booked at the same time and paid for on a single invoice.

\*The discounted rate for self-funded delegates is for self-employed delegates. Payment must be made by personal cheque or personal credit card in one instalment. Early bird rate of £149 + VAT closes on 16 December 2011, bookings unpaid at this date will be charged at £199 + VAT.

**Documentation, refreshments and a buffet lunch are all included in the price.**

**The fee must be paid in advance of the event.** Invoices will be sent when a booking is received, and payment can be made:

- **By cheque** – payable to The At Work Partnership Ltd
- **By BACS** – please contact us for our bank account details.
- **By credit card** – Expiry date \_\_\_\_\_ / \_\_\_\_\_ 3 digit security number \_\_\_\_\_  
Card No. \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

*In order to process this booking, your details will be held on our system. We would like to keep you informed of future relevant events and information from The At Work Partnership by post, phone, fax or e-mail. Please contact us if you do not want to be kept up-to-date with this information.*

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**This programme was correct at time of going to press. In unavoidable circumstances, we reserve the right to change or cancel this event.**

**BOOK NOW** and return your completed form to:

**Post:** The Registration Secretary, The At Work Partnership Ltd, 3 Woodfield Way, Bounds Green, London N11 2NP

**Telephone:** 0845 017 6986 **e-mail:** conferences@atworkpartnership.co.uk **Fax:** 020 8275 8469

Visit our website at [www.atworkpartnership.co.uk](http://www.atworkpartnership.co.uk)