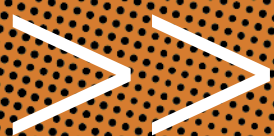


A new workshop from The At Work Partnership
in association with the journal *Occupational Health [at Work]*

TRAINING



Managing Disability at Work – A Legal and Practice Update

Monday 7 December 2015
Central London

A legal and practice update from The At Work Partnership, designed to provide you with detailed knowledge of how best to comply with your legal requirements and achieve best practice in the management of disability in the workplace

CPD:
Self-certification
schemes:
5 hours

- > Understand the implications of disability law for OH and allied health professionals
- > Manage the OH referral effectively
- > Recruitment and pre-placement best practice, making reasonable adjustments and staff retention
- > How to manage mental health effectively



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Programme

9.00 Registration

9.20 Welcome and introduction

9.30 Employment and disability

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

- National statistics
- Closing the employment gap

DISABILITY LAW

9.45 Understanding disability law

Rebecca Tuck, barrister

- Who is covered under the *Equality Act 2010*?
- Understanding the terminology: direct and indirect discrimination; discrimination arising from disability
- Disability, capability and unfair dismissal
- Duty to make reasonable adjustments – deciding what is ‘reasonable’
- Pre-employment health questionnaires, health declarations and examinations
- What if an employee’s child or dependant is disabled?
- European Framework Directive and the UN Convention on the Rights of Persons with Disabilities

10.40 Coffee

11.00 Disability law – ensuring legal compliance in the workplace

Prof Diana Kloss, barrister

- Consent: at referral, consultation and report
- Advising on fitness for work: what employers need to know (and what they should expect of OH)
- What should you do if an employee tells something to OH, but doesn’t want the employer to know?
- Adjusting sick-pay triggers
- Lying about a health condition at pre-employment
- Health, safety and disability
- Potential liability of the OH professional

11.50 Disability law Q&A – ‘difficult issues’

Your chance to put your live and pre-submitted questions to our legal experts.

12.15 Lunch

MANAGING DISABILITY IN PRACTICE

13.20 The OH referral – step by step

Dr Nerys Williams, independent OH physician

- Managing the referral – ensuring that managers and employees understand the process
- The consultation
- The OH report – what makes a good report (and a bad one)?
- Access to Work, and other resources
- Working with the Fit for Work service

14.10 The four Rs of disability management – a good practice guide

Dr Alister Scott, BT

- Recruitment and pre-placement best practice
- Risk assessment
 - Safety critical environments
- Reasonable adjustments
- Retention

15.00 Tea

15.20 Mental health: the role of OH

Helen Wray, Mars Chocolate UK

- Recognising common mental health conditions
- Practical support at work
- Addressing stigma
- Managing difficult issues – capability and attendance

16.10 Final questions

16.20 Close of conference

About The At Work Partnership

Dedicated to bringing high quality, good value conferences to OH and allied health professionals, as well as H&S and HR managers, **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

Managing disability at work

A legal and practice update

This essential workshop from **The At Work Partnership** provides an in-depth examination of the law and practice relating to the management of disability at work. Employers expect OH professionals to be able to advise them on matters relating to disability in the workplace. This new training day ensures that you have the up-to-date knowledge and understanding to do this effectively.

The day starts with an introduction to disability law from barrister and judge, Rebecca Tuck. She looks at the implications of the *Equality Act 2010* for OH professionals, assessing a variety of issues, including the factors tribunals consider in deciding if an adjustment is 'reasonable'. Our second legal expert, Professor Diana Kloss, examines how OH professionals should advise employers, focusing on the complex issues of consent and confidentiality, and the potential liability of the OH professional. Our two barristers take delegates through all of the significant legal developments and latest cases, providing no-nonsense explanations of how they will affect OH professionals, employers and employees in practice.

In the afternoon, the focus of the training day shifts to look at how OH and other professionals can manage disability in practice. What is the most effective way to manage the referral, and how do you ensure that your report for the employer gives the right information? How can you ensure that your approach to disability management is in line with best practice, and how can you best approach one of the most challenging areas of disability management – mental health

– successfully in your workplace? Three top OH experts will provide you with guidance to show how your management of disability in your workplace can be second to none.

This essential training will provide you with a detailed knowledge of how best to comply with the law and achieve best practice in the important topics raised during the day.

This workshop is designed for:

- OH professionals
- HR and H&S professionals
- Allied health professionals, including those working in case management, mental health, EAP counselling, occupational therapy, occupational physiotherapy and vocational rehabilitation

How will attending this training day benefit you?

You will gain:

- an indispensable understanding of the key legal and practice issues
- plenty of practical guidance to enable you to manage disability at work more effectively
- An opportunity to get your legal questions answered in our interactive legal surgery

About our expert speakers

Dr John Ballard

Dr John Ballard has been researching and writing on occupational health and disability issues for over 20 years. He edits The At Work Partnership publication, *Occupational Health [at Work]* and is an honorary fellow of the Faculty of Occupational Medicine, and an honorary senior lecturer at the University of Birmingham's IOEM. He is the joint editor of The At Work Partnership's *Discrimination Law and OH Practice book*, published in November 2012.

Prof Diana Kloss

Diana Kloss is a barrister, former 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), and *Discrimination Law and OH Practice* for The At Work Partnership. She is an honorary fellow of the Faculty of Occupational Medicine, 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.

Rebecca Tuck

Rebecca Tuck is a barrister at Old Square Chambers, a fee-paid employment judge, a qualified mediator and is editor of *Harvey on Industrial Relations and Employment Law* and co-author of *Employment Tribunal Procedures (LAG)*. Her practice encompasses the areas of employment and discrimination law, both during litigation and beforehand in trying to avoid it!. She has particular expertise in areas such as stress at work.

Dr Nerys Williams

Dr Nerys Williams is an independent occupational physician, and a non-executive director of a mental health trust, a GMC examiner and performance assessor and clinical advisor to other professional regulators. Nerys is the former principal occupational physician and deputy director (wellbeing) for the Department for Work and Pensions, where she had a strategy and health policy role around working age health, and is a former head of the Employment Medical Advisory Service at the HSE.

Dr Alister Scott

Dr Alister Scott is head of health and deputy chief medical officer at BT Group plc. He has 23 years of occupational health experience, working mainly within the chemical and pharmaceutical industries. His previous roles include working for GlaxoSmithKline, Aon Health Solutions and Johnson Matthey. He is a fellow of the Faculty of Occupational Medicine and the Royal College of Physicians.

Helen Wray

Helen Wray is the occupational health and wellbeing manager at Mars Chocolate UK and has over 20 years' experience in health & wellbeing. She is currently a health and wellbeing business partner, responsible for leading the award winning wellbeing strategy at Mars Chocolate UK. She manages an in house occupational health service, EAP and contracted health services.

Booking Form

Managing Disability at Work

Central London – Monday 7 December 2015

First delegate

Early bird rate – save £70!

For bookings received and paid **before** 31 October 2015

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

Main rate – For bookings received and paid **after** 31 October 2015

£369 + VAT (£442.80) per delegate

Title _____ First name _____
Surname _____
e-mail _____
Position _____

Second delegate – save 25%

Early bird rate

For bookings received and paid **before** 31 October 2015

£225 + VAT (£270.00) per delegate

Main rate – For bookings received and paid **after** 31 October 2015

£275 + VAT (£330.00) per delegate

Title _____ First name _____
Surname _____
e-mail _____
Position _____

Organisation details

Organisation _____
Address _____
Postcode _____
Tel _____ Fax _____
VAT no (for overseas orders only) _____

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

Forthcoming events *please send me information on the following events*

OH Law Essentials, 10 November 2015, London

Certificate in Managing OH Services, Spring 2016, London

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

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.

This programme was correct at time of going to press. In unavoidable circumstances, we reserve the right to change or cancel this event. If we do need to cancel this event, our liability is limited to a refund of fees.

Payment information

Main rate: £369 + VAT per delegate. Early Bird Rate: £299 + VAT per delegate for bookings received and paid for by 31 October 2015. (Bookings made by 31/10/15, but not paid by this date, will be charged at the higher rate). A 25% discount will apply to bookings made for second and subsequent delegates from the same organisation. To qualify for the discount, places must be booked at the same time and paid for on a single invoice.

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. ____ / ____ / ____ / ____

Special requirements

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

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BOOK NOW and return your completed form to:

15/14

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

Telephone: 0845 017 6986 or 0208 344 2328 **e-mail:** conferences@atworkpartnership.co.uk

Visit our website at www.atworkpartnership.co.uk