

## **Process once referred to OHS**

The Occupational Health Service will consider an appointment with the Long Covid Team for further assessment, advice or treatment when a Management referral has been received that meets the service criteria .

An assessment questionnaire will be sent to the manager to share with their employee for completion and return to the Long Covid Service prior to an appointment being issued. This questionnaire will assist the team to make decisions about how best to address each individual's needs.

Returned questionnaires are then triaged and employees may be offered: a management referral meeting, placed on waiting list for the long covid group programme, or placed on waiting list for one to one input with therapists. Staff member and manager are advised of outcome of the triage. For those who indicate a potential return to work in 6-8 weeks a management referral is offered in the first instance. Once the employee has had their initial assessment further referrals to other members of the team for rehabilitation can proceed (if applicable). Initial assessment appointments are likely to be carried out by Telephone or remotely through Attend Anywhere at this time.

At the end of engagement with the Long Covid Team the management referral form will be updated and shared with the employee, manager and HR advisor regarding the outcome of the assessment, the employee's fitness to work, any reasonable adjustments to be considered and a timescale for review (if applicable).

Should any referrals under 12 weeks be submitted in error, the manager will be advised the staff member does not meet the Long Covid Team criteria and advised that there is further information for managers and staff on the Long Covid Team website. This covers self- management information to support the employee with their recovery and some return to work considerations.

## **Long Covid Team Services**

### **Long Covid Group**

This is an 8 week programme. The group meets once a week for 90 minutes via teams. Each week is a different topic. Topics include: introduction to long covid and recovery, fatigue management sessions (2), thinking skills, breathlessness, dysautonomia, nutrition, adjustment and managing emotional response, return to work planning.

### **One to one sessions**

#### **Occupational Health Nurse:**

- Triage and provide information / signpost for symptoms not included in the OH Long COVID rehab
- Will be the first point of contact, may highlight potential Red Flag conditions and liaise with others in OH team
- Manage own caseload of staff members who have no particular rehab need

#### **Occupational Therapist:**

- Assess and identify changes in activities of daily living

- Assess and treat fatigue and its impact on daily activity.
- Assess and treat cognitive changes
- Offer guided self-help for emotional change

**Physiotherapist:**

- Assess and treat respiratory conditions
- Assess and treat musculoskeletal symptoms
- Assess and treat fatigue symptoms

**Clinical Psychologist:**

- Assess, formulate, and support staff to adjust to living with and managing Long-Covid
- Assess, formulate, and support staff to overcome any barriers to engaging in the Long-Covid group programme
- Assess, formulate, and support staff to address any additional severe and enduring mental health difficulties