



Managing Occupational Health and Wellbeing



Approved  
training  
provider

**Syllabus Guide**

**Astutis.**

# Managing Occupational Health and Wellbeing

IOSH Managing Occupational Health and Wellbeing is targeted at line managers and offers them practical advice to manage health risks and understand their responsibilities for the health and wellbeing of staff.

It equips line managers with the basic tools and techniques needed to improve health and wellbeing across their organisation.

The course is for anyone who line manages people within their company.

## Learning Aims

### To give managers an understanding of:

1. The importance of health management and the key health and needs of the organisation
2. Types of health hazards and how to assess, control and monitor the associated risks
3. Types of personal or health conditions that affect fitness for work and how to assess and manage their impact
4. What wellbeing is, how it adds value to the organisation and how to promote healthy lifestyles and positive mental health to enable a healthy workplace culture

## Full Course Syllabus

### 1. The importance of health management and the key health and needs of the organisation

#### The learner will be able to:

- 1.1 State what health management is and explain why it makes good business sense to have a good health profile
- 1.2 Summarise occupational safety, health and employment requirements and describe what to consider in a health needs assessment
- 1.3 Describe how the vision and direction of an organisation influence health and wellbeing in the workplace



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### 2. Types of health hazards and how to assess, control and monitor the associated risks

#### The learner will be able to:

- 2.1 Relate health hazards to different categories and explain their causes and impact
- 2.2 Carry out a health risk assessment identifying the hazards, risks and controls and recognise any specific health risks that need to be prioritised
- 2.3 Explain ways to monitor health risks in a risk management process and state who can provide help with managing occupational health and wellbeing issues

### 3. Types of personal or health conditions that affect fitness for work and how to assess and manage their impact

#### The learner will be able to:

- 3.1 List types of common non-work-related physical and mental health conditions and describe how they impact fitness for work
- 3.2 Describe the requirements and types of health assessments for specific worker groups
- 3.3 Describe the components of a drug and alcohol policy and testing process and explain how to manage results
- 3.4 Explain ways to conduct absence management and recognise the benefits of a workplace wellbeing programme and how to promote and monitor it

### 4. What wellbeing is, how it adds value to the organisation and how to promote healthy lifestyles and positive mental health to enable a healthy workplace culture

#### The learner will be able to:

- 4.1 Explain the aims and business benefits of a workplace wellbeing programme and how to promote and monitor it
- 4.2 Describe easy health choices and how they can enable a healthy lifestyle
- 4.3 Recognise mental health issues and explain how to approach the employee to find a way forward
- 4.4 Describe how the workplace culture and leaders' attitudes and behaviours influence overall wellbeing.



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## Managing Occupational Health and Wellbeing

### Course Assessment

At the end of the course, there is a short 20 questions test, which takes around 20 minutes.

There is also a practical workplace health risk assessment to be completed within 2 weeks of passing the test.



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