	<p style="text-align: center;">STRPS – Safety Management System Section 8.3.4 Medical Assessment of Volunteers</p>	<p>REF: SMS 8.3.4 ISSUE: 03 DATE: 19.3.25* PAGE: 1 of 3</p>
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8.3.4.1. Introduction

The South Tynedale Railway Preservation Society (STRPS) under the Rail and Other Guided (Transport) Systems (Safety) Regulation 2006, section 24(1) requires that all volunteers undertaking safety critical work are trained and fit to undertake the work that they carry out on the railway and that such records are maintained.

This requirement includes the requirement for medical screening and on the South Tynedale Railway this is carried out in two ways.


For any volunteer carrying out a safety critical role whether it be on the railway, in the workshops or carrying out maintenance of buildings, infrastructure or permanent way the completion of a self declaration medical questionnaire is required.

For locomotive drivers and firemen a medical examination carried out by a suitably qualified medical practitioner is required.

8.3.4.2 Arrangements

8.3.4.2.1 Self Declaration Medical Questionnaire

- All new STRPS volunteers must complete the STRPS self declaration medical questionnaire form prior to commencing work anywhere on the railway.
- The medical questionnaire will be reviewed by the STRPS Chair of Trustees and if it raises any concerns about fitness for duty the Chair will discuss with the volunteer how these concerns should be addressed. In cases of doubt this may involve the volunteer undergoing a medical examination by a qualified medical practitioner.
- The completed form includes details of any prescription medicines being taken regularly and an undertaking that the volunteer has been advised by their medical practitioner that such medication does not adversely affect their ability to carry out safety critical work.
- The frequency for completion of the self declaration medical questionnaire is dependent upon on age and is:
 - Age 18 to 60 every 10 years
 - Age 61 to 70 every 2 years
 - Over 70 years of age - Annually

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- If during the validity of the medical questionnaire there is any deterioration in the health of the volunteer that could affect their ability to carry out their role safely this must be advised to the STRPS Chair of Trustees who may ask for a further questionnaire to be completed or seek further advice from a medical practitioner.
- The anniversary of the date of expiry of the self declaration medical questionnaire may be preserved by completing a new questionnaire up to one month before the date of expiry.

8.3.4.2.2 Medical Examination by a Qualified Medical Practitioner

- All STRPS staff & volunteers undertaking the safety critical roles of steam locomotive driver & fireman, diesel and battery electric locomotive driver are required to undertake and pass a medical examination undertaken by a qualified medical practitioner which confirms their fitness to undertake their role.
- There are two ways in which this medical examination may be carried out:


Either the volunteer is examined by their general practitioner and the STRPS medical examination form is completed together with the fitness for duty certificate. The volunteer may, if they wish, seal the medical examination report form in an envelope and hand it to the Chair together with the fitness for duty certificate. This preserves the confidentiality of the volunteer in question.

If the certificate indicates the individual is not fit to undertake safety critical roles the individual may, if they wish, challenge the report and discuss it with the Chair.

At this stage the Chair may need, with the permission of the individual, to unseal the full medical report and/or seek further medical advice on whether the individual is fit to undertake safety critical roles.

Or the volunteer is examined by the agency D4 Drivers who provide a medical report which is handed to the volunteer who submits it to the Chair. The Chair will review the D4 form and if there is any matter that requires further enquiry the Chair will discuss with the volunteer how to proceed and this may involve seeking further information from the volunteer's general practitioner or other medical practitioner.

- The frequency for medical examination for Firemen and Drivers is:
 - Age 18 to 60 – Every 5 years.
 - Age 61 to 70 – Every 2 years.
 - Over 70 years of age – Annually.
- If during the validity of the medical certificate there is any deterioration in the health of the volunteer that could affect their ability to carry out their role safely this must be advised to the STRPS Chair of Trustees who may ask for a further medical examination to be carried out or seek further advice from a medical practitioner.

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- The anniversary of the date of expiry of the fit for duty certificate or D4 Drivers medical report form may be preserved by the carrying out of a medical examination up to one month before the date of expiry.

8.3.4.3 Operational Safety Critical Role Eyesight Requirements.

STRPS volunteers holding a valid UK driving licence are deemed to have provided evidence of meeting the STRPS minimum eyesight requirements to undertake any operational role.

Additionally, all staff & volunteers seeking approval for any safety critical role will be asked when completing their self declaration medical questionnaire form if they can distinguish between the colours red and green to determine if they can perform a role where it is essential to distinguish between the two colours.

The STRPS may ask volunteers to undertake a colour blindness test in verification of their self declaration medical questionnaire statement.

8.3.4.4 Use of medical and health related information.

Under the General Data Protection Regulation health information such as that collected by STRPS to assess fitness for safety critical roles is considered to be special category data. This means that any such information is only collect for a legitimate reason and is handled fairly and protected from any breach of volunteer confidentiality.

In addition:

- The use of the information must be compatible with STRPS original purpose as stated to the volunteer
- The organisation obtains specific consent from the worker to obtain and use information
- The organisation has a clear obligation or function set out in law to obtain, use and store the medical information obtained
- The organisation issues a privacy notice to each volunteer for whom it obtains and stores health information.

8.3.4.5 Further development of this policy.

The STRPS trustees may modify this policy at any time in the future in accordance with any legislative requirements or best practice within the transport sector.

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