# OH REPORT WRITING SKILLS COURSE PROGRAMME

**Friday 6 October 2017**  
**Venue: Hilton Grosvenor Hotel, Glasgow**  

This course is accredited with 6 CPD points from the FOM

<table>
<thead>
<tr>
<th>Time</th>
<th>Session</th>
<th>Presenter</th>
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<tbody>
<tr>
<td>08:30</td>
<td>Registration and Coffee</td>
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<tr>
<td>09:00</td>
<td>Welcome and Introduction</td>
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| 09:05 | Importance of the consultation in writing an effective OH report                           | **Dr Imran Ghafur**  
Director  
Vital OH Ltd |
| 09:35 | The Employer perspective                                                                    | **Lindsey Miller**  
Solicitor/Legal Adviser  
Scottish Engineering |
| 10:00 | General aspects of OH report writing                                                        | **Dr Cheryl Liew**  
Occupational Health Physician  
PAM Group  
**Dr Drushca Lalloo**  
Honorary Clinical Senior Lecturer  
Healthy Working Lives Group (UoG)  
**Dr Imran Ghafur**  
Director  
Vital OH Ltd |
| 10:45 | Tea/Coffee break                                                                            |                                                                           |
| 11:00 | Ethical and general legal considerations of OH report writing                               | **Dr Imran Ghafur**  
Director  
Vital OH Ltd |
| 11:20 | Common OH report pitfalls                                                                   | **Mr Liam Entwistle**  
Partner  
Wright, Johnson & Mackenzie LLP |
| 11:50 | Equality Act 2010 mini workshop                                                             | **Dr Drushca Lalloo**  
Honorary Clinical Senior Lecturer  
Healthy Working Lives Group (UoG)  
**Dr Petar Milosevic**  
Consultant Occupational Physician |
| 12:15 | Lunch                                                                                       |                                                                           |
| 13:00 | OH report writing skills workshop                                                           | **Dr Imran Ghafur**  
Director  
Vital OH Ltd  
**Ms Kay Japp**  
Principal OH Advisor and Head of Commercial Services  
SALUS (NHS Lanarkshire) |
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<thead>
<tr>
<th>Time</th>
<th>Session Title</th>
<th>Speaker(s)</th>
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<tr>
<td>14:30</td>
<td><em>Tea/Coffee break</em></td>
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<td>14:45</td>
<td><strong>Practical session - clinical scenarios and writing effective reports in practice</strong></td>
<td><em>All Speakers/Tutors</em></td>
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<td>16:00</td>
<td><strong>Requesting GP and specialist reports</strong></td>
<td><strong>Dr Cheryl Liew</strong>&lt;br&gt;Occupational Health Physician&lt;br&gt;PAM Group&lt;br&gt;<strong>Dr Petar Milosevic</strong>&lt;br&gt;Consultant Occupational Physician</td>
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<td>16:15</td>
<td><strong>Improving and ensuring the standard of OH reports</strong></td>
<td><strong>Dr Drushca Laloo</strong>&lt;br&gt;Honorary Clinical Senior Lecturer&lt;br&gt;Healthy Working Lives Group (UoG)</td>
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<td>16:30</td>
<td><strong>Discussion, Questions and Closing Remarks</strong></td>
<td><strong>Prof Ewan Macdonald</strong>&lt;br&gt;Head, Healthy Working Lives Group&lt;br&gt;University of Glasgow</td>
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