

HEALTH SURVEILLANCE STANDARD

SCOPE

This Standard relates to all activities under the management and control of Monash University and applies to affected workers, students, contractors and visitors.

For the purpose of this Standard, references to 'the University' includes (unless otherwise indicated) activity at Monash University Australia, Monash University Malaysia, Monash University Indonesia, Monash Suzhou, Monash University Prato, Monash College Pty Ltd and World Mosquito Program Ltd (and its subsidiaries), unless indicated otherwise.

Health Surveillance is the systematic monitoring of at-risk workers for any adverse effects of work on their health as it relates to their duties. It is delivered through medical assessment and testing (e.g. hearing tests, lung function tests, biological monitoring). This Standard sets out the requirements of the Health Surveillance program at Monash University to:

- Ensure the early detection and prevention of any adverse health effects on workers/students; and
- Assist in the evaluation of risk control measures.

1. The Health Surveillance Process

- 1.1 A risk assessment must be undertaken to determine if Health Surveillance is required for any given hazard using the table in Appendix 1. Health Surveillance must not be used as an alternative to the implementation of risk control measures and should be carried out where a risk assessment shows that the following criteria apply:
- there is an identifiable disease or adverse health condition relevant to the work performed;
 - valid techniques are available to detect indications of the disease or condition (e.g. spirometry, audiometry);
 - there is reasonable likelihood that the disease or condition may occur under the particular work conditions; or
 - it is required by legislation.
- 1.2 Where higher order controls are not reasonably practicable and therefore lower order controls such as PPE are used, the correct implementation may be subject to human error, and as such the effectiveness of these in eliminating the risk cannot be guaranteed. When Health Surveillance is required, the area must consult with their local safety personnel or HSW Consultant/Advisor, to make the appropriate arrangements. Typical hazards, as noted in Appendix 1, that may require Health Surveillance include:
- Hazardous substances (especially carcinogens)
 - Biologicals
 - Noise
 - Class 3B and Class 4 Lasers
- 1.3 International Monash locations must review their local regulatory requirements and determine if additional hazardous substances are required to be included.

2. Responsibility for Implementation

- 2.1 A comprehensive list of HSW responsibilities is provided in the document [HSW Roles and Responsibilities Standard](#). A summary of the specific responsibilities relevant to Health Surveillance is provided below.
- 2.1.1 **HSW Team:** The responsibilities of the Health, Safety & Wellbeing Team (HSW) include:
- Coordinating the University's Health Surveillance program;
 - Maintaining records of assessment;
 - Liaising with HSW Consultants/Advisors and Management regarding corrective actions and controls to address and prevent recurrences of adverse monitoring results.

- 2.1.2 **Workers:** It is the responsibility of workers to follow the direction of the University in relation to Health Surveillance requirements and participate in the HSW risk management process including reporting of hazards that they identify in their workplace.
- 2.1.3 **Heads of Academic/Administrative Units:** It is the responsibility of the head of the academic/administrative unit to ensure that procedures are in place in their area to identify workers/students who require Health Surveillance and provide access to Health Surveillance processes as required.
- 2.1.4 **Supervisors:** It is the responsibility of supervisors to ensure workers/students who require Health Surveillance are identified and provided access to Health Surveillance processes as required.

3. Who Pays for Health Surveillance?

The cost of any investigations or interventions required for Health surveillance will be met by the academic/administrative unit.

4. Tools

The following Tools are associated with this Standard:

- [Crystalline Silica Information Sheet](#)
- [Scheduled Carcinogen User Notification Record](#)
- Types of Health Surveillance (Appendix 1)

5. Records

For HSW Records document retention please refer to the University's: [Information Governance and Record keeping Procedure](#)

6. Abbreviations

HSW Team	Monash Health, Safety & Wellbeing Team, led by the Health, Safety and Wellbeing Director
OH&S	Occupational Health and Safety
HSW	Health, Safety & Wellbeing

GOVERNANCE

Parent policy	HS&W Policy
Supporting documents	Monash University HSW Documents Noise Management Standard HSW Roles and Responsibilities Standard Using Biologicals and Animals Standard Using Chemicals Standard
Supporting schedules	N/A
Associated documents	Australian and International Standards ISO 45001:2018 Occupational Health and Safety Management Systems
Related Legislation	Occupational Health and Safety Act 2004 (Vic) Occupational Health and Safety Regulations 2017 (Vic) Guidelines to Health Surveillance [NOHSC: 7039(1995)]. National Model Regulations for the Control of Workplace Hazardous Substances.

Endorsement	Monash University OHS Committee 15 September 2022
Document owner	Director, Health, Safety & Wellbeing
Date effective	2022
Status	Current and in effect
Version	1.0
Content enquiries	hsw@monash.edu

DOCUMENT HISTORY

Version	Date Approved	Changes made to document
1.0	2026	Administrative changes due to: • Conversion of Procedure to a HSW Standard • Transition Procedure out of University Policy Bank on to HSW website

APPENDIX 1

HEALTH SURVEILLANCE TYPE	DESCRIPTION / TASK	FREQUENCY OF MEASUREMENT	LEGISLATION/STANDARDS/ GUIDELINES	UNIVERSITY PROCEDURES/ INFORMATION
Audiometric testing	For workers/students who are potentially exposed to noise levels greater than 85 decibels (dB) occurring as part of work activities, e.g. loud noise generated from equipment in a laboratory or workshop.	Every 2 years and pre-commencement of noisy work activities. No later than three months post commencement.	OHS Act 2004 (Vic) OHS Regulations, 2017 (Vic) WorkSafe Noise Compliance Code	Noise Management Standard
Spirometry (lung function testing)	Workers/students who are exposed to the following hazards as part of their work require a lung function test on commencement of employment/study: - welding; - operations providing dust and lung irritants; e.g. wood dust - carcinogenic chemicals; - toxic substances; - herbicides and pesticides; - epoxy resins; - substances of unknown toxicity; or - use or care of experimental animals.	On commencement of duties and when required (working with animals) or may be required annually (crystalline silica).	OHS Act, 2004 (Vic) OHS Regulations, 2017 (Vic)	
Blood, Urine tests for Hazardous Substances, including some scheduled Carcinogens Testing for example for the determination of the presence of substances or their metabolites in blood, urine or expired air.	Health Surveillance is necessary when it has been determined through a risk assessment that a person is exposed to any of the substances listed in Schedule 3 of the Guidelines to Health Surveillance [NOHSC: 7039(1995)] as below. - acrylonitrile - inorganic arsenic - benzene - cadmium - inorganic chromium - creosote - isocyanates - inorganic mercury 4,4' – methylene bis 2–chloroaniline (MOCA) - organophosphate pesticides - pentachlorophenol (PCP) - polycyclic aromatic hydrocarbons (PAH) - crystalline silica - thallium - vinyl chloride 1. When a person is exposed to the 'scheduled' hazardous substance. 2. When there is a reasonable likelihood of an adverse health effect occurring under the particular conditions of work at the workplace.	The requirements for health surveillance for chemical or biological exposures are to be determined in consultation with the HSW team. It is expected that the requirement for testing of workers/students will be minimal as controls are in place to prevent exposure to inhalation, absorption, ingestion or injection of hazardous substances. The exception may be the accidental exposure due to an incident occurring and guidance is to be sought from the HSW team and/or a medical professional to determine the testing, treatment and monitoring regime. e.g. accidental exposure may require a blood test and health monitoring for signs and symptoms of illness.	OHS Act, 2004 (Vic) OHS Regulations, 2007 (Vic) National Model Regulations for the Control of Workplace Hazardous Substances Guidelines to Health Surveillance [NOHSC: 7039(1995)]	

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Laser Vision tests	Vision screening pre-use of class 3B lasers and above. Consult with your local Laser Safety Officer on requirements for vision testing and safety controls.	This is not mandatory; however, areas may decide to conduct testing pre-commencement, upon completion of the work and in the event of an accidental exposure, To ensure the ongoing monitoring of workers/students using high-risk lasers.	OHS Act, 2004. OHS Regulations 2007 AS/NZS IEC 60825.1:2014 and AS/NZS IEC 60825.14:2014	Laser OHS Information Sheet
Blood test – Infectious microorganisms	Screening may be required for workers working with Infectious microorganisms such as those in risk group 3 & 4, for screening as part of immunisation requirements or as a precautionary measure in response to an accidental exposure.	An assessment of the requirement and frequency of monitoring would need to be determined by the HSW tea.	OHS Act, 2004. OHS Regulations 2007	Immunisation Standard