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SCOPE OF SERVICES

ENQUIRY NO: CTT 25236

DESCRIPTION: OCCUPATIONAL MEDICAL SURVEILLANCE SERVICES FOR PetroSA

1. INTRODUCTION

PetroSA wishes to appoint an occupational health service provider who will assist with medical surveillance of its employees based in Cape Town, Bloemfontein, Tzaneen and Sandton. This includes pre-placement medical surveillance which must be conducted within the vicinity of prospective incumbent (nationally) as and when requested by PetroSA. The service provider will work jointly with PetroSA trained occupational health and wellness health professionals based in Mossel Bay GTL refinery to ensure compliance with all relevant legislative requirements. The medical surveillance must be conducted to prevent, mitigate, and control health and safety incidents that emanate from uncontrolled medical condition. It is also intended for early detection of medical incapacity cases.

2. SCOPE OF SERVICES

The following services form part are required to meet our requirements:

- ☐ Comprehensive personal, family medical and occupational history taking.
- ☐ Vital signs (BP, glucose test where indicated, weight, height, BMI, urinalysis)
- ☐ Audiometry testing (Hearing test) as prescribed by law.
- ☐ Spirometry testing (Lung Function test)
- ☐ Vision screening
- ☐ 6 panel substance abuse screening **(all non-negative tests to be sent to laboratory for confirmation to PetroSA pathology service provider)**
- ☐ Chest x-ray
- ☐ Physical examination and **certificate of fitness must be issued by Occupational Medical Practitioner**
- ☐ Refer employees to audiologist where indicated as prescribed by law.
- ☐ Stress ECG on all employees above age 55, all executives, all employees with comorbidities.
- ☐ Vaccination e.g., flu vaccine, covid-19
- ☐ Travel Medicine
- ☐ Refer employees to occupational therapist where indicated.
- ☐ Travel medicine/vaccination
- ☐ Specialist Referral where indicated.
- ☐ Biological monitoring (Full blood count, U/E, LFT (liver function test), prostate cancer screening for executives, HBA1c on all diabetics, cholesterol,

2.1. TYPES OF MEDICALS

- a) Executive medical examination
- b) Offshore medical examination
- c) Pre-placement medical examination (recruitments national)
- d) Annual/periodic medical examination
- e) Return to work (required when employee return from maternity leave or has been on sick leave for longer than 10 days)
- f) Situational medical examination (where there is sudden change in employees' health to determine their fitness to work)
- g) Transfer medical examination.
- h) Exit medical examination.

3. CRITERIA FOR TENDERER

- ☐ The supplier must be licensed or registered with the Department of Health, Society of Occupational Health (SASOM and SASOHN) of South Africa and Health Professionals Council of South Africa
- ☐ Must have occupational health facilities nationally/all provinces or in the position to render service when required anywhere in South Africa.

4. TENDER DELIVERABLES

- ☐ Copies of all registrations mentioned in paragraph above must be supplied.
- ☐ Respond to the requests within 24 hours and provide feedback regarding outcome of the medical within 24 hours after doing the medical.
- ☐ Ensure that medicals are conducted by competent health professionals.
- ☐ Submit calibration certificates for medical surveillance equipment.
- ☐ All medical test results must be sent to medical2@petrosa.co.za or nompilo.cele@petrosa.co.za
- ☐ Compliance with section 15 of MHSA – storage of medical surveillance records.

5. CHANGES TO THE SCOPE OF SERVICES

The scope of the Services shall be subject to changes by additions, deletions or revisions thereto by PetroSA. The Consultant shall be advised of any such changes by written notification from PetroSA describing the change. The Consultant shall promptly perform and strictly comply with each such change when so instructed by PetroSA. Any extra services resulting from such changes will be charged at the Consultant's normal or agreed rates.