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Article 1 Basic provisions

- (1) This Directive, in connection with the Decree No. 79/2013 Coll., issued by the Ministry of Health of the Czech Republic, on the Implementation of Certain Provisions of the Act No. 373/2011 Coll., on Specific Health Services (hereinafter referred to as the "Act"), (Decree on Occupational Health Services and Some Types of Medical Assessment Care (hereinafter referred to as the "Decree")), as amended, regulates issues related to the provision of occupational health services and the rights and obligations of employees of Tomas Bata University in Zlín (hereinafter referred to as "TBU" or "employer") and the rights and obligations of TBU in connection with the participation of TBU employees in health examinations as part of the provisions of occupational health services.
- (2) Occupational health services are defined by the Act.
- (3) Occupational health services are provided for TBU in accordance with the Agreement on the Provision of Occupational Health Services dated 29 May 2023 by MUDr. Jiří Horký, general practitioner for adults, Identification Number: 46277234, with registered office at Kotěrova 5529, 760 01 Zlín (hereinafter referred to as "**OHS Provider**"). The consultation hours and the location where the occupational health services are provided are listed on the website of TBU.
- (4) Occupational health checks, including expert health checks, are carried out in order to potentially identify diseases, defects or conditions (hereinafter referred to as "**disease**") which may have impact on or cause a lack of medical fitness for a specific job, and that in accordance with the Act and the Decree.
- (5) For the purpose of assessing medical fitness during occupational health checks, the health status is evaluated on the basis of information acquired during supervision, data included in TBU's written request for an occupational health check, findings from the health check

and expert health checks and data included in an extract from medical documentation kept by the provider of medical services with whom the relevant person is registered (his/her general practitioner).

Article 2

Occupational health checks

- (1) Occupational health checks refer to:
 - Initial occupational health checks, periodical health checks and extraordinary health checks, which are carried out in order to assess medical fitness for work,
 - job leaving occupational health check and
 - health check after the end of hazardous work (follow-up health check).
- (2) The definition, purpose and requirements for the performance of individual occupational health check are regulated by the Decree.

Article 3

Frequency of periodical health checks

- (1) In the case of an employee performing work classified under the Act on Public Health Protection to:
 - a) category one – a periodical health check shall be carried out only if the employee requires it, namely:
 1. once every 6 years, or
 2. once every 4 years in the case of an employee who has reached the age of 50; it shall be carried out for the first time following a periodical health check in accordance with Point 1,
 - b) category two – a periodical health check shall be carried out only if the employee requires it, namely:
 1. once every 4 years, or
 2. once every 2 years in the case of an employee who has reached the age of 50; it shall be carried out for the first time following a periodical health check in accordance with Point 1,
 - c) risk category two and category three – a periodical health check shall be always carried out, once every 2 years,
 - d) category four – a periodical health check shall be always carried out, once every year.
- (2) A periodical health check of an employee performing work or activity which involves occupational risk, unless he/she is required to undergo a periodical health check pursuant to Paragraph (1) more often, shall be carried out:
 - a) once every 4 years, or
 - b) once every 2 years in the case of an employee who has reached the age of 50; it shall be carried out for the first time following a periodical health check in accordance with Letter a).

Article 4

Rights and obligations of TBU

- (1) TBU as the employer is obliged to:

- When assigning an employee to work on a particular task, follow the findings of the medical report regarding his/her medical fitness.
- When sending an employee for an occupational health check, provide him/her with a request including the data specified in the Decree. TBU employees are sent to undergo an occupational health check by the constituent part to which the employee is affiliated, through the Human Resources staff who shall issue the employee with a request for an occupational health check and arrange a date for the occupational health check. The Human Resources staff shall record and monitor in the SAP information system for financial management those employees who are obliged to undergo an occupational health check and submit a medical fitness report to the employer. The request for a report shall be drawn up in three copies, the OHS Provider, the employee and the employer shall each receive one copy thereof. An employee who fails to comply with the statutory obligation to undergo an occupational health check becomes **medically unfit to continue work** for the employer.
- Send an employee for an extraordinary occupational health check, if the employee has requested it or if he/she has been prompted by the OHS Provider in accordance with the Act.

Article 5

Rights and obligations of TBU employees

(1) TBU employees are obliged to:

- Undergo occupational health checks only at the OHS Provider, if they perform work classified under the Act on Public Health Protection to risk category two up to category four.
- Undergo occupational health checks at the OHS Provider, if they perform work or activity that involves occupational risk.
- Undergo health checks indicated by the OHS Provider in order to assess their health status.
- Undergo occupational health checks that may be prescribed by another legal regulation.
- Provide the OHS Provider with the name and address of their general practitioner and other health services providers with whom they are registered.
- Inform the OHS Provider at his/her request or on their own initiative of all known or suspicious facts related to occupational health protection.

(2) A TBU employee who undergoes occupational health checks at the OHS Provider is obliged to bring with him/her an extract from the medical documentation, which can be replaced by a document certifying unchanged health status for the assessment of health status or medical fitness of the assessed person for the same purpose in the event of a repeated health check.

(3) A TBU employee who is supposed to undergo an occupational health check at the OHS Provider is also obliged to select a maximum of three dates on which he/she will be able to undergo the occupational health check during the OHS Provider's consultation hours with

regard to his/her professional duties, and send these dates to the Human Resources at the request of the Human Resources staff. The Human Resources staff shall ensure that the required dates are sent to the OHS Provider, who shall confirm one of the dates to the Human Resources staff. The Human Resources staff shall send a confirmed date of the occupational health check to the TBU employee and to his/her direct superior (or to a person designated for the given component part). The TBU employee is obliged to undergo an occupational health check on this date.

- (4) In the event that a TBU employee fails to attend the appointment with the OHS Provider on the date agreed, he/she is obliged to arrange an alternative date for the occupational health check himself/herself. If an employee fails to undergo the medical examination, he/she will be considered medically unfit for further performance of the work.
- (4) A TBU employee is entitled to reimbursements of costs related to the occupational health services from TBU, with the exception of the assessment of occupational diseases, and to have monitored the development of his/her state of health during preventive medical examinations in the case of occupational diseases and the development of his/her state of health during preventive medical examinations after completion of hazardous work, regulated by the Act on the Protection of Public Health.
- (5) A TBU employee who undergoes an occupational health check at the provider of occupational health services with which he/she is registered is entitled to reimbursement of costs related to the provided occupational health services.
- (6) A condition for reimbursement of costs related to the occupational health services under the previous Paragraph is the submission of proof of payment to the employer. Further details shall be laid down in the relevant Bursar's Decree.

Article 6
Final provisions

- (1) The rights and obligations not regulated by this Directive shall adhere to relevant legal regulations, in particular the Act on the Protection of Public Health, the Act on Health Services and the Conditions of Their Provision, the Act on Specific Health Services and the Decree No. 79/2013 on Occupational Health Services and Some Types of Medical Assessment Care, as amended, issued by the Ministry of Health.
- (2) This Directive shall abrogate and replace the Rector's Directive No. SR/15/2023.

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