



## SureHire Fitness-to-Work

### Frequently Asked Questions & Information Sheet

#### → What is a SureHire Fitness-to-Work assessment?

- The SureHire Fitness-to-Work program involves a series of medical and musculoskeletal assessments and critical strength and mobility stations. The program is based on the physical job demands of each individual job type.

#### → What is the purpose of a Fitness-to-Work Assessment?

- To provide employers with a candidate's medical, musculoskeletal, and critical strength and mobility status to safely place that person within the workforce. SureHire provides employers with a recommendation to hire using a Level 1-5 assessment scale and is based on matching the candidate's abilities to the physical demands of the job being applied for.

#### → What determines the level of Fitness-to-Work protocol that is completed?

- A Physical Demands Analysis (PDA) is completed by a certified health practitioner for each individual work position before employers implement a Fitness-to-Work program. The testing protocol is based on the weights determined by the PDA.

#### → What does the SureHire Fitness-to-Work assessment consist of?

- **STEP 1** – Completing paperwork
- **STEP 2** – Completing a health check (height, weight, blood pressure)
- **STEP 3** – Completing a musculoskeletal examination
- **STEP 4** – Completing a critical strength & mobility protocol
- **STEP 5** – Review of information

Fitness to Work video: [www.surehire.ca/ftwvideos](http://www.surehire.ca/ftwvideos)

#### → What should I bring to the testing facility for my Fitness-to-Work Assessment?

- The following items must be present at the facility in order for testing to occur:
  - Government issued photo ID
  - Shorts or sweat pants, running shoes (closed toed shoes), t-shirt (females are encouraged to wear a sports bra or tank top)
  - List of all current medications
  - Prescription glasses, reading glasses or contact lenses (if applicable)
  - Inhaler, if you have asthma or any other lung condition which requires it's use

**\*\*You will not be able to participate with bare feet, flip flops, sandals etc...**

#### → What should I do to prepare for my Fitness-to-Work Assessment?

- All candidates should consume a light snack one hour prior to Fitness-to-Work testing or consume a larger meal 3 hours prior to Fitness-to-Work testing.

#### → If I am diabetic, what should I do to prepare for a Fitness-to-Work Assessment?

- It is important that all Type 1 and Type 2 Diabetics check blood glucose levels on the day of Fitness-to-Work testing.
- It is required that candidates eat a carbohydrate rich meal one to three hours prior to testing and that candidates bring carbohydrate rich food with them to the testing facility, in the event that testing is delayed.

➔ **What are the credentials of the health care professionals administering the testing?**

- **HEALTH CHECK:** occupational health technicians
- **MUSCULOSKELETAL EXAM:** physiotherapists, certified athletic therapists, chiropractors
- **CRITICAL STRENGTH & MOBILITY:** exercise therapists, kinesiologists, athletic therapists, fitness trainers
- **FINAL REVIEW:** physiotherapists, chiropractors, physicians

**\*\*If desired, a family member or friend may be present during the musculoskeletal exam, to increase your level of comfort.**

➔ **How long does it take to complete the Fitness-to-Work protocol?**

- The Fitness-to-Work protocol takes approximately 90 minutes to complete (not including any additional occupational testing e.g. drug, alcohol, audio).

➔ **What does the consent and release form mean and what happens if I choose not to sign?**

- The consent and release form states that you are authorizing SureHire to use the information from the Fitness-to-Work assessment to assist the employer in safely managing their workforce.
- The consent and release form allows SureHire to share the Fitness-to-Work information with potential employers to safely manage a candidate in the workforce.
- If you choose not to sign the consent and release form, SureHire will not be able to proceed with the assessment and the appointment will need to be rescheduled for another date/time. The test will be recorded as a refusal to test and your potential employer will be invoiced.

➔ **What can I expect in terms of personal privacy and privacy of results?**

- **TESTING PRIVACY:** All assessments are done in a private room. Please note that you will be asked to remove your socks and shirt and expose your lower back during the musculoskeletal assessment.
- **INFORMATION PRIVACY:** The consent and release form only authorizes SureHire to release the Fitness-to-Work information to the employer identified on the form.

➔ **How are the results interpreted and who decides my work status?**

- The results are centrally reviewed by the SureHire Medical Review Department. The Medical Reviewer will interpret the results of your health check, musculoskeletal exam, and critical strength & mobility testing and make appropriate recommendations with regards to workplace modifications, if needed.
- SureHire uses a level 1-5 rating scale to provide a recommendation to the employer to assist them in safely managing their workforce. Please note that it is the company's final decision as to employment status.

➔ **What is a SureHire referral form and do I need to complete them?**

- Candidates that rate Level 3, 4, 5 will receive a SureHire referral form that will provide the candidate with a voluntary recommendation of action which will allow them the opportunity to retest and change their level.
- Referrals are issued for various reasons with safety being the main concern that requires follow up by an appropriate health care provider. The Medical Review Department, along with the information gathered by the medical assessors, helps determine what health practitioner follow-up is needed in order to assist the candidate in getting all the relevant medical information that is required.
- All referral requirements must be fulfilled prior to your potential employer scheduling a re-test at SureHire.

➔ **Whom can I speak with if I have any questions, comments and/or concerns?**

- Please contact the SureHire Medical Review Department at 1-866-944-4473 Monday to Friday from 7 am to 6 pm MST.