

[ResHealth](#)

How to Initiate a Health Assessment in ResHealth for Coal Board Medicals

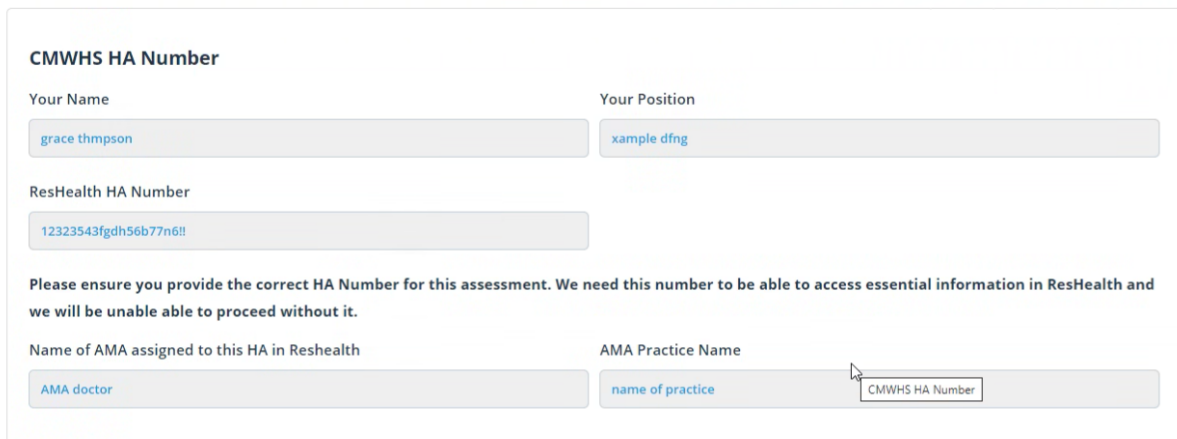
From 1st April, all Queensland Coal Mine Workers Health Assessments must be initiated in the new online platform, [ResHealth](#).

Key Points:

- All Health Assessments MUST be initiated in ResHealth by the employer. If you are self employed you will need an ABN (Available instantly online) and to create both an employer registration and give 100 points of ID and also create the employee registration for yourself.
- This registration will create the HA number we need to do a medical . Employers will need to provide key information (HA Number + AMA) and start the process
- We need the candidates Lungscreen number (candidate or yourself must register them on Lungscreen.com and use the exact name and DOB you give us when you book in) + advise if the Lungscreen Xray is urgent (few days for a result) or non urgent (2 weeks) (extra \$150 cost for urgent)
- It's essential that candidates/workers complete their section 2 in ResHealth before an appointment can be scheduled or the candidate cannot be seen to do a medical as their file will not appear on Reshealth. Employers be sure the candidate has completed this before their appt. It's a late cancellation fee \$200 if they come and the medical cant be done
- There is a \$200 late cancellation/non arrival fee if the candidate fails to attend or cancels in <24 hrs before appointment

The New Process

1. Initiate the Health Assessment (HA) in ResHealth. You have the option to either initiate a HA for an existing worker (who is already in ResHealth), or initiate a HA for a new worker. During this process, you'll be asked to nominate the AMA. Take a note of these details as you'll need this information and the HA Number that is generated for the next step. If your employer does not have their own AMA they can nominate one we use - Dr Cyril Fernandez at Brisbane City Doctors Precinct 289 Queen St Brisbane. Note there are support guides for using ResHealth on their website if you need assistance in initiating the HA: <https://www.rshq.qld.gov.au/reshealth/support-guides>



CMWHS HA Number

Your Name: grace thmpson

Your Position: xample dfng

ResHealth HA Number: 12323543fgdh56b77n6!!

Please ensure you provide the correct HA Number for this assessment. We need this number to be able to access essential information in ResHealth and we will be unable able to proceed without it.

Name of AMA assigned to this HA in Reshealth: AMA doctor

AMA Practice Name: name of practice

CMWHS HA Number

2. Candidate completes their section 2. As soon as the employer initiates the HA request in ResHealth, this will trigger an email requesting the candidate complete their Section of the HA (previously called Section 2).

3. Once the employee section is done by the candidate, Make an appointment with us for their medical. We need Name, Dob, contact ph and email, HA number, Lungscreen number and urgency of the lungscreen Xray for the booking and company contacts for accounts paying. This appointment includes the Health Assessment that will be completed by the EMO, and the Chest X-Ray (ILO) and the Lungscreen reading (2 different radiologists have to read it in Qld) and the spirometry (breathing test) at accredited locations (only accredited locations can do these examinations). If a drug and alcohol test is also required this is an extra test as its not a required component with a coal board medical but the employer may want it. Please advise at time of booking. We will send a confirmation with appt times.

4. Request for previous medical records. If the candidate has indicated they have previously worked in the Coal Industry, they need to request their previous medical records for review. A request will need to be made to HSU to obtain the records. Please note, this process could take up to 5 -10 business days. This form is on the REshealthy site or can be found on www.Brisbanecitydoctors.com.au under patient info > forms and scroll to bottom for the Medicals form blue button to click to expand to show all the forms

5. Assessment conducted by EMO. The HA will be conducted by the Examining Medical Officer (Drs Pav Chopra or Dr Tia Singh) and the results will be recorded directly into ResHealth. Once this happens the AMA will be notified its there for sign off. Dr Fernandez can usually sign off in 24 hours.

6. AMA reviews results. The AMA is an independent off site Dr who signs off on the medical. The AMA will review the medical information provided by the EMO and compiles the HA Report in ResHealth. The AMA we use is Dr Cyril Fernandez.

7. HA Report complete. As soon as the AMA has compiled their report, the HA will be ready to view and download in ResHealth. The candidate and employer will receive a notification directly from ResHealth when the HA Report is completed. We do not receive the section 4 as by law it has to do to the Company and candidate. So you need to notify us if its failed to come.

8. Results. Where the candidate has completed a functional assessment or other testing as part of their assessment, the Company pre employment Medical / Functional Results will be sent separately to the company