Early Medical

Assessment



Fish and Takeaway Retailing

Retail Assistant

1. Fish and Takeaway Retailing
2. Retail Assistant

Dear Doctor: This form will take up to 5 minutes to complete. Please review each task the worker undertakes (both picture and written description) and tick whether or not the worker can complete this task. If modification required, please leave comments. Space at the end of this document is available for final comments and recommendations.

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| L:\RTW Fund Project\Stage Four SAWIC Codes 488601 & 488501\Fish and Takeaway Retailing\Cappos\IMG_2332.JPGL:\RTW Fund Project\Stage Four SAWIC Codes 488601 & 488501\Fish and Takeaway Retailing\Gulf Seafood Malvern\maxresdefault.jpg | **Preparing Fresh Fish*** Constant standing and walking whilst undertaking duties.
* Receiving fish from filleters.
* Cutting fish into fillets for putting in display cabinet for sale.
* Cleaning and scaling ‘special order’ fish for customers; bilateral handling.
* Placing fish onto trays and placing in display cabinet (bending to reach into front).
 | Doctor Approval[ ]  Yes [ ]  NoComments: |
| L:\RTW Fund Project\Stage Four SAWIC Codes 488601 & 488501\Fish and Takeaway Retailing\Cappos\IMG_2349.JPGL:\RTW Fund Project\Stage Four SAWIC Codes 488601 & 488501\Fish and Takeaway Retailing\Cappos\IMG_2338.JPG | **Frozen Fish*** Frozen deliveries arrive daily and are brought in by trolley.
* Unloading trolley into either upright freezer (shelves floor to overhead height requiring full range of reaching) or chest freezers (bending required) - repetitive action.
* Some frozen fish boxes are opened and fish bagged separately. Handling of separate pieces and placing in a bag to place in cryovac (pulling lid down to operate).
* Printing price sticker, attach to package and place in freezer.
 | Doctor Approval[ ]  Yes [ ]  NoComments: |
| L:\RTW Fund Project\Stage Four SAWIC Codes 488601 & 488501\Fish and Takeaway Retailing\Cappos\IMG_2342.JPG |  |  |
| L:\RTW Fund Project\Stage Four SAWIC Codes 488601 & 488501\Fish and Takeaway Retailing\Cappos\IMG_2350.JPGL:\RTW Fund Project\Stage Four SAWIC Codes 488601 & 488501\Fish and Takeaway Retailing\Cappos\IMG_2346.JPG | **Customer Service*** Standing to serve walk in customers as required. Bending required to access fish from display counter.
* Weighing fish on suspended scales.
* Wrapping order at counter (bilateral folding of paper and sticking with price tag) in paper and passing over counter to customer requiring reaching.
 | Doctor Approval[ ]  Yes [ ]  NoComments: |
| L:\RTW Fund Project\Stage Four SAWIC Codes 488601 & 488501\Fish and Takeaway Retailing\Cappos\IMG_2348.JPG | **Cleaning*** Sweeping and mopping floor as required throughout the day. Wiping of display cabinet glass on customer side.
* Once per week cleaning out display cabinet by lifting out trays and a 30kg stainless steel tray and wiping over inside and glass. Bending and reaching inside to wipe inside of glass and cabinet.
* Once per week clearing out a chest freezer and defrosting it to clean and sanitize inside, requiring bending and reaching to wipe inside. Involves lifting all product out and placing in large upright freezer whilst defrosting taking place. Repacking when finished.
 | Doctor Approval[ ]  Yes [ ]  NoComments: |

1. Work Capacity Form

**Doctor Review (include final comments)**

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I confirm that in my view, subject to the above comments, the worker is able to perform certain duties detailed in this Early Medical Assessment.

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| These duties should be reassessed on: |  | Date: |

|  |  |  |
| --- | --- | --- |
| Signature : |  | Date: |

**Employers Declaration:**

I confirm that I/we have reviewed the Doctor’s recommendations and comments. I/we will make suitable changes to make allowances for the Dr’s recommendations.

|  |  |  |
| --- | --- | --- |
| Signature : |  | Date: |

**Employees Declaration**

My Doctor has discussed their recommendations with me. I have been given the opportunity to participate in this process.

|  |  |  |
| --- | --- | --- |
| Signature : |  | Date: |

For information on completing this form, please contact Business SA on 08 8300 0000.

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