

Clinical and Service Standard



Coal Services Clinical and Service Standard

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Abbreviations and acronyms

AHPRA	Australian Health Practitioner Regulation Agency
AHPRA PIE	Australian Health Practitioner Regulation Agency Practitioner Information Exchange
CLFT	Complex lung function testing
DLCO	Diffusing capacity of the lung for carbon monoxide
ESSA	Exercise Sport Science Association
EDN	External Doctor Network
HRCT	High resolution computed tomography
ICOERD	International Classification of HRCT for Occupational and Environmental Respiratory Diseases
ILO	International Labour Organization
PCBU	Person conducting a business or undertaking
SEG	Similar exposure group
SRQ	Standardised respiratory questionnaire

Glossary

Term	Definition
Australian Health Practitioner Regulation Agency (AHPRA)	Australia's national regulator of registered health professionals. AHPRA works in partnership with the National Boards to ensure that Australia's registered health practitioners are suitably trained, qualified, and safe to practise.
Australian Health Practitioner Regulation Agency Practitioner Information Exchange (AHPRA PIE)	The AHPRA Practitioner Information Exchange (PIE) allows approved healthcare organisations to easily check the details and registration status of the health practitioners they employ. A PIE browser subscriber can receive alerts about changes to a practitioner's details or registration status via PIE Alerts, which is updated every 24 hours.
Approved health professional	An approved health professional means: <ul style="list-style-type: none"> a. an accredited exercise physiologist who is registered by Exercise and Sports Science Australia (ESSA) to practice as an exercise physiologist in Australia; or b. an occupational therapist who is registered by the AHPRA to practice as an occupational therapist in Australia; or c. a physiotherapist who is registered by the AHPRA to practice physiotherapy in Australia; or d. a registered nurse (Division 1) who is registered by the AHPRA to practice nursing in Australia; and e. complies with the Coal Services Clinical and Service Standard; and f. is approved by Coal Services.
Approved medical practitioner	A medical practitioner who is registered by the AHPRA to practice medicine in Australia, complies with the Coal Services Clinical and Service Standard, and is approved by Coal Services.
Audiometry	A pure tone audiogram examination conducted by an approved health professional or an approved medical practitioner who has completed an approved course in audiometry and complies with the Coal Services Clinical and Service Standard.
Audit	The evaluation of an organisation's systems, processes or product that investigates whether defined standards and minimum requirements are satisfied.
Category A: Safety critical	A coal mine worker or prospective coal mine worker whose immediate action or inaction from an unavoidable and/or sudden medical incapacity may lead directly to a serious incident affecting others in the workplace.
Category B: Safety sensitive	A coal mine worker or prospective coal mine worker whose immediate action or inaction from an unavoidable and/or sudden medical incapacity may lead directly to a serious incident affecting themselves and is not likely to affect others in the workplace.
Category C: Non-safety sensitive	A coal mine worker or prospective coal mine worker whose immediate action or inaction from an unavoidable and/or sudden medical incapacity will not lead to a serious incident affecting others in the workplace and their work environment will not contribute adversely to the outcome.

Term	Definition
Coal mine worker	Coal mine worker means a person who carries out work at a coal mine or a coal handling preparation plant for a PCBU. It does not include a person who works in an environment in which they are not exposed to airborne contaminant, hazardous chemicals, and/or occupational noise unless the person has previously worked in an area of a coal mine or coal handling preparation plant in which they were exposed to airborne contaminant, hazardous chemicals, and/or occupational noise.
Coal mine worker chest imaging	A radiological image and report of the chest which complies with the Coal Services Clinical and Service Standard.
Coal Services unique identifier	An alphanumeric code assigned to approved medical practitioners upon successful completion of the Coal Services Medical Practitioner accreditation requirements; and to approved health professionals who fulfil the requirements detailed in the Coal Services Clinical and Service Standard.
Complex lung function testing (CLFT)	A series of laboratory tests that measure lung volumes, flow rates and gas diffusion. As a minimum, this testing must include a spirometry and the standardised, calibrated measurement of the diffusion capacity of the lung for carbon monoxide.
Diffusing capacity of the lung for carbon monoxide (DLCO)	Measures the capacity of the lungs to exchange gas, using carbon monoxide. Measurement of DLCO must form part of any CLFT for any Coal Services-related purpose.
Exercise Sport Science Australia (ESSA)	Exercise Sport Science Australia (ESSA) governs and represents degree-qualified professionals in the exercise and sports science industry by upholding rigorous standards and a robust disciplinary process.
External Doctor Network (EDN)	The External Doctor Network (EDN) is comprised of approved medical practitioners who have fulfilled the criteria listed in the Order and have completed all Coal Services Medical Practitioner accreditation requirements and are not directly employed by Coal Services.
External Doctor Network (EDN) Portal	The EDN portal is a secure health application used by the EDN to capture details of health assessments. The EDN portal application is supported by Coal Services internal compliance and quality assurance processes.
Fit and proper person	An individual who meets the ethical, professional, and legal standards required by their profession. This requirement aims to promote high ethical standards and enhance a profession's reputation for trustworthiness.

Term	Definition
Health assessment	<p>Health assessment means the health examinations of a coal mine worker or prospective coal mine worker that meets certain criteria: The health assessment must:</p> <ul style="list-style-type: none"> > have been completed within the previous three (3) years > be assessed against the position and risk category > be completed by an approved medical practitioner > include all matters specified in (Order) Schedule 1, excluding any deferred health examinations > be in the form approved by and provided to Coal Services > be approved by Coal Services. <p>The reference to 3 years means by 31 December of that current calendar year.</p>
Health assessment certificate	<p>Health assessment certificate means a certificate issued by an approved medical practitioner after the completion of a health assessment, health assessment review, or retirement health assessment, and must contain the information in response to items 1 to 13 in Schedule 2 and is provided to the PCBU who requested the health assessment, health assessment review, or retirement health assessment; and is in the form approved by and provided to Coal Services; and is approved by Coal Services.</p>
Health assessment review	<p>Health assessment review means a review of a health condition(s) identified in a health assessment or a health assessment review of a coal mine worker as a one off or at defined intervals, or a health examination(s) including a deferred health examination(s) that meets certain criteria. The review must have been:</p> <ul style="list-style-type: none"> > assessed against the position and risk category > completed by an approved medical practitioner > in the form approved by and provided to Coal Services > approved by Coal Services.
Health certification	<p>A health determination with limited medical information to support the PCBU to create a safe system of work. This is documented on a health assessment certificate by an approved medical practitioner following the completion of health examinations as outlined in (Order) Schedule 1, and any health assessment reviews which assess the ability of a coal mine worker or prospective coal mine worker to perform the position and risk category as outlined in s 6(b)(iii) and (iv).</p>
Health examination	<p>A examination or test listed in (Order) Schedule 1 that forms part of a health assessment.</p>
High resolution computed tomography (chest) (HRCT)	<p>A medical scan that produces a clearer and more detailed image of the chest, lungs and heart than a chest x-ray. It helps to identify early lung disease and checks for other damage when lung function test results are abnormal.</p>
Industry Health Standard	<p>A practical, risk-based assessment tool designed to facilitate an approved medical practitioner's evaluation of the health certification of coal mine workers for specific positions and is approved by Coal Services and published on the Coal Services website (as amended from time to time or replaced).</p>

Term	Definition
International Classification of HRCT for Occupational and Environmental Respiratory Diseases (ICOERD)	A method for classification of HRCT of occupational and environmental respiratory diseases.
International Labor Organization (ILO)	<p>A tripartite agency of the United Nations that brings together governments, employers, and workers to set labour standards, develop policies, and devise programs that promote honest work for women and men. The ILO International Classification of Radiographs of Pneumoconioses is a global tool for:</p> <ul style="list-style-type: none"> > improving the surveillance of worker health > conducting epidemiological research > making comparisons of statistical data.
NSW Coal Industry Cardiovascular Health Standard	<p>The NSW Coal Industry Cardiovascular Health Standard has several purposes:</p> <ul style="list-style-type: none"> > to identify and assess whether a coal mine worker has adequate cardiovascular health to undertake their position and risk category within a NSW coal mine > to ensure that coal mine workers with known cardiovascular disease are appropriately identified, monitored and managed to minimise any potential health and safety risks to themselves and/or others while working at a NSW coal mine > to proactively identify coal mine workers who are at increased risk of future cardiovascular events, such as an acute myocardial infarction (heart attack) or cardiac arrest > to enable a process for coal mine workers who experience acute cardiac events or are subject to cardiac interventions during their employment, to safely return to work and receive appropriate monitoring and management.
NSW Coal Industry Respiratory Health Standard	<p>The NSW Coal Industry Respiratory Health Standard has several purposes:</p> <ul style="list-style-type: none"> > to assess whether a coal mine worker has adequate respiratory reserves to undertake their proposed role within a NSW coal mine > to ensure that coal mine workers with identified lung abnormalities are restricted from potentially harmful exposures (as appropriate) and are monitored to minimise potential ongoing harm > to ensure coal mine workers exposed to respiratory hazards other than coal mine dust are appropriately managed and monitored according to recognised standards.
Person conducting a business or undertaking (PCBU)	Person conducting a business or undertaking (PCBU) has the same meaning given to that term under s 5 of the <i>Work Health and Safety Act 2011</i> (NSW) (as amended from time to time or replaced).
Prospective coal mine worker	A person who is seeking to commence work for the first time at a NSW coal mine or coal handling preparation plant for a PCBU. It does not include a person who will work in an environment in which they are not exposed to airborne contaminants, hazardous chemicals, and/or occupational noise.
Provider declaration form	This document outlines all the information that Coal Services holds for an approved medical practitioner regarding any approved health professionals, equipment, training, and practices required for completing health assessments. Approved medical practitioners are required to submit this form to Coal Services quarterly.

Term	Definition
Respirator fit testing	<p>A quantitative assessment of the fitting of personal respiratory protective equipment to ensure that it fits closely to a person's face to minimise the risk of exposure to airborne contaminants.</p> <p>The testing is carried out by a person who has completed an approved course in respirator fit testing and complies with the Coal Services Clinical and Service Standard.</p>
Retirement health assessment	<p>The health examinations of a coal mine worker who intends to, or has, retired or ceased work in the NSW coal industry that meets certain criteria. The assessment must:</p> <ul style="list-style-type: none"> > have been completed by an approved medical practitioner > include all the matters specified in Schedule 1, excluding any deferred health examination(s) > be in the form approved by and provided to Coal Services > be approved by Coal Services.
Risk category	<p>Means the category of risk determined by the PCBU of a coal mine worker's or prospective coal mine worker's position as one of the following:</p> <ul style="list-style-type: none"> > Category A: Safety critical > Category B: Safety sensitive > Category C: Non-safety sensitive.
Similar exposure group (SEG)	<p>A SEG is a group of coal mine workers who have the similar general exposure to hazards, and can include similarity and frequency of tasks performed, types of materials and processes used, and similarities in the way a task(s) is performed, as listed on the Coal Services website (as amended from time to time).</p>
Spirometry	<p>A lung function test for assessing lung health, and in the diagnosis and monitoring of respiratory abnormalities.</p> <ul style="list-style-type: none"> a. It is carried out by an approved health professional or approved medical practitioner who has completed an approved course in spirometry and complies with the Coal Services Clinical and Service Standard. b. The results are interpreted by an approved medical practitioner who has completed an approved course in spirometry interpretation and complies with the Coal Services Clinical and Service Standard.
Standardised respiratory questionnaire (SRQ)	<p>A set of standardised questions that scientific research has validated for the structured clinical inquiry of respiratory symptoms, if any, based on the <i>Medical Research Council (MRC) (UK) Respiratory Questionnaire of 1986</i>.</p>
Statement of equipment calibration	<p>A declaration that all equipment used for undertaking health assessments will be maintained and calibrated in accordance with the manufacturers' recommendations and any associated standards.</p>
The National Institute for Occupational Safety and Health (NIOSH)	<p>A United States federal agency responsible for the prevention of work-related injury and illness. It is part of the Centers for Disease Control and Prevention, under the Department of Health and Human Services.</p>
The Thoracic Society of Australia and New Zealand (TSANZ)	<p>The only health peak body representing a range of professions (medical specialists, scientists, researchers, academics, nurses, physiotherapists, students, and others) across various disciplines within the respiratory/sleep medicine field in Australia and New Zealand.</p>
This Standard	<p>Refers to the Clinical and Service Standard.</p>

Introduction

Coal Services

Coal Services is a Specialised Health and Safety Scheme proudly protecting the NSW coal industry and its workers for over 100 years.

We offer a comprehensive range of critical services designed to minimise workplace injuries and illnesses.

In collaboration with our industry stakeholders, we are committed to safeguarding the health, safety, and wellbeing of coal mine workers within the sector by focusing on prevention, early detection, enforcement, and educational initiatives.



Role of Coal Services

Coal Services' preventative and responsive services in the areas of workplace health and safety, workers' compensation, emergency response, and training, help to deliver on our purpose, 'to protect'.

Coal Services operates as a company under the provisions set out in the *Coal Industry Act 2001* (NSW) (the Act) s 9 regarding approved companies. We exercise these functions in accordance with s 10(1) of the Act.

Our statutory responsibilities are defined in the Act, and we are responsible for ensuring these and the various Orders pertaining to it are maintained.

Coal Services' unique collaborative model is like no other in the world. With our purpose, 'to protect' at its centre and enabled by collaboration with all industry stakeholders, the model demonstrates our role in supporting industry to comply with the legislative and regulatory framework that exists in NSW, as well as keeping coal mine workers' health, safety and wellbeing at the forefront of decision making.

The collaborative model and the services provided by our Specialised Health and Safety Scheme have delivered proven results in safeguarding against injury and occupational disease.

Health surveillance scheme for NSW coal mine workers

Under the Act, CS Health is responsible for executing Orders to monitor the health of NSW coal mine workers for any health effects due to occupational exposure to dust, noise, chemicals, and other workplace hazards.

The health assessments detailed in the Order can also identify other health and lifestyle-related conditions that may impact a coal mine worker's ability to work safely and effectively.

Regular screening provides an opportunity to identify occupational and non-occupational diseases early, often before symptoms manifest. This provides greater scope for effective treatments and preventative measures to keep coal mine workers safe.

The health surveillance scheme also helps NSW coal industry employers to fulfil their health and safety obligations to protect the health and wellbeing of their workforce.

Transitional arrangements

The Clinical and Service Standard (this Standard) has been developed to align with the proposed replacement of the Coal Services Health Monitoring Requirements for Coal Mine Workers Order No. 43. The replacement Order is expected to become operational in 2026 and will be assigned a new Order number.

Until the replacement Order is gazetted, this Standard refers to the proposed replacement Order.

This Standard has been published to support approved medical practitioners in preparing for the transition to the replacement Order and will be updated once the replacement Order has been gazetted.

Clinical and Service Standard

The Coal Services Clinical and Service Standard has been established to ensure the delivery of high-quality health assessments.

Purpose

This Standard sets out the requirements for delivering health assessments and is supported by the approved medical practitioner accreditation process, which evaluates approved medical practitioners and approved health professionals against these requirements.

Scope

The Coal Services Clinical and Service Standard is designed for approved medical practitioners and approved health professionals.

The Coal Services Clinical and Service Standard informs health assessments by referencing regulations, guidelines, and best practice standards. It supports approved medical practitioners and approved health professionals to comply with the necessary accreditation, approvals, certification, and quality assurance processes to deliver high-quality health assessments.

The Coal Services Clinical and Service Standard clearly defines the roles and responsibilities of approved medical practitioners and approved health professionals in fulfilling the health assessment requirements.

The Coal Services Clinical and Service Standard details Coal Service's management of non-compliance by approved medical practitioners or approved health professionals with the Order clauses or the Standard's requirements.

Complementing, not replacing, other standards and responsibilities

The Coal Services Clinical and Service Standard relates to professional activities for the Order and does not discharge an employer's legal responsibilities.

Providers of health services must ensure high standards of service delivery and support their health professionals in adhering to their relevant professional standards. Therefore, the Coal Services Clinical and Service Standard is intended to complement the professional standards set by other relevant professional bodies.

Clinical and Service Standard review and feedback process

A comprehensive review process is essential to ensure information in this Standard remains current and maintains best practice standards.

This Standard will be reviewed 12 months after its initial publication and then every 5 years thereafter, or sooner, as required.

The Standard will be reviewed by the Coal Services Standing Health Committee, subject matter experts, and the Coal Services Clinical Governance Committee.

Any feedback received, including identified changes or updates required to the Standard, will be incorporated into the review process and considered accordingly.

Feedback on the Coal Services Clinical and Service Standard can be provided by email to shc@coalservices.com.au

Coal Services Clinical and Service Standard requirements

A. Compliance	
A1	Approved medical practitioners and approved health professionals must comply with Australian privacy laws, as relevant.
A1.1	Approved medical practitioners and approved health professionals must comply with the <i>Privacy Act 1988</i> (Cth).
A1.2	Approved medical practitioners and approved health professionals must comply with the <i>Health Records and Information Privacy Act 2002</i> (NSW).
A1.3	Approved medical practitioners and approved health professionals must comply with the <i>Privacy and Personal Information Protection Act 1998</i> (NSW).
A2	Approved medical practitioners and approved health professionals must comply with the Order.
A2.1	Approved medical practitioners and approved health professionals must comply with the Order which includes all the matters specified in Schedules 1 and 2.
B. Business integrity	
B1	Approved medical practitioners must conduct their business with integrity.
B1.1	Approved medical practitioners and/or approved health professionals must only publish information that is factual, accurate, and verifiable in relation to Order-related services. This applies to any content communicated and/or made available to the public, stakeholders, or customers via websites, social media, promotional materials, reports, or other digital or physical formats.
B1.2	Approved medical practitioners must have systems in place to verify the qualifications of any third-party providers and monitor the quality of any Order-related clinical work outsourced to them.
C. Information and governance	
C1	Approved medical practitioners and approved health professionals must collect, maintain, and secure personal and health information for any Order-related services (irrespective of whether these are hardcopy or electronic records).
C1.1	Approved medical practitioners and approved health professionals must obtain the consent of the coal mine worker before collecting any personal or health information necessary for the provision of Order-related services.
C1.2	Approved medical practitioners and approved health professionals must collect personal or health information from a coal mine worker only after the coal mine worker has been informed of the purpose of the collection, the type of information being collected, how it will be used and disclosed, their right of access to the information, any consequences of not providing the information, and the process in place to ensure the information is complete and not misleading.

C1.3	Approved medical practitioners and approved health professionals must ensure coal mine workers can access personal and health information collected for Order-related services to ensure the information is accurate, used for its intended purpose, is relevant, up to date, complete, and not misleading.
C1.4	Approved medical practitioners and approved health professionals must take reasonable steps to ensure personal and health information and Order-related health records, are held, transported, accessed, stored, and disposed of safely and securely.
C1.5	Approved medical practitioners and approved health professionals must take reasonable steps to ensure personal and health information, as well as Order-related health records, are protected from misuse, interference, loss, unauthorised access, modification or disclosure.
C2	Approved medical practitioners and approved health professionals must ensure that Coal Services has access to all Order-related services.
C2.1	Approved medical practitioners and approved health professionals must, with consent of the coal mine worker, provide all Order-related health records (including those from third parties), obtained while performing any Order-related assessments, to Coal Services.

D. Approval to perform

D1	The approved medical practitioner must ensure that any third party engaged to perform a component of a health assessment, health assessment review and/or retirement health assessment on their behalf for which approval is required, has a current approval to carry out the service.
D1.1	An approved health professional, on behalf of an approved medical practitioner, can complete components of Schedule 1 from the Order as per Appendix A.
D1.2	An approved medical practitioner can complete all components of Schedule 1 from the Order as per Appendix A.
D2	The approved medical practitioner must ensure that any party engaged by them with approval to perform meets the ongoing approval requirements.
D2.1	<p>Approved health professionals must:</p> <ul style="list-style-type: none"> > maintain AHPRA or ESSA registration > submit the AHPRA Check Consent Form (if applicable) > complete an approved training course in audiometry screening prior to performing this testing (approved courses listed on the Coal Services website) > complete an approved training course in respirator fit testing prior to performing this testing (approved courses listed on the Coal Services website) > complete an approved training course in spirometry prior to performing this testing (approved courses listed on the Coal Services website) > complete any training requested and/or facilitated by Coal Services > if conducting spirometry, must comply with the <i>2022 Thoracic Society of Australia and New Zealand Standards for the Delivery of Spirometry for resource sector workers</i> (as amended from time to time or replaced) > work within the scope of practice for Order-related services as outlined in Appendix A > notify Coal Services in writing of any engagement or qualification changes within 14 days > ensure that any Coal Services issued systems and/or EDN portal logins remain confidential.

D2.2	<p>Approved medical practitioners must:</p> <ul style="list-style-type: none"> > maintain AHPRA registration > submit the AHPRA Check Consent Form > complete and submit the <i>Provider Declaration Form</i> to Coal Services each quarter > complete a minimum of 24 health assessments per calendar year (pro rata in the initial calendar year as an approved medical practitioner) > complete approved medical practitioner training course(s) requested and/or facilitated by Coal Services > complete an approved training course in audiometry screening prior to performing this testing (approved courses listed on the Coal Services website) > complete an approved training course in respirator fit testing prior to performing this testing (approved courses listed on the Coal Services website) > complete an approved training course in spirometry prior to performing this testing (approved courses listed on the Coal Services website) > complete an approved training course in spirometry interpretation prior to reviewing and managing spirometry results (approved courses listed on the Coal Services website) > attend a minimum of 4 approved medical practitioner meetings per calendar year > if conducting spirometry, must comply with the <i>2022 Thoracic Society of Australia and New Zealand Standards for the delivery of spirometry for resource sector workers</i> (as amended from time to time or replaced) > notify Coal Services in writing of any employment or training changes within 14 days (including of approved health professionals and any third-party provider engaged to perform health assessments on their behalf) > ensure that any Coal Services issued systems and/or EDN portal logins remain confidential.
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E. Duty and skill	
E1	An approved medical practitioner must ensure that its staff comply with and maintain all ongoing Order requirements, including qualifications, training, and minimum service provision for which they have been engaged to perform on their behalf.
E1.1	An approved medical practitioner must ensure that their approved health professionals are registered with the relevant regulatory body, i.e. AHPRA or ESSA.
E1.2	An approved medical practitioner must ensure that their approved health professionals maintain the training requirements to perform health assessments, health assessment reviews and/or retirement health assessments.
E2	An approved medical practitioner must ensure appropriate clinical governance.
E2.1	An approved medical practitioner must verify that all approved health professionals are professionally indemnified or have professional indemnity insurance.
E2.2	An approved medical practitioner must have systems in place to detect and address, as early as possible, unacceptable clinical practice and/or concerns regarding the conduct, and/or performance of an approved health professional who is delivering Order-related services.

F. Equipment	
F1	An approved medical practitioner must ensure that equipment used to conduct any health assessments, health assessment reviews and/or retirement health assessments are safe and appropriate for the services provided.
F1.1	An approved medical practitioner must have the relevant equipment to complete the health assessment, health assessment review and/or retirement health assessment.
F1.2	An approved medical practitioner must have systems in place to ensure that any equipment used to complete the health assessments, health assessment reviews and/or retirement health assessments is regularly inspected, calibrated, maintained, or replaced and ensure that it is safe to use as per the manufacturer recommendations and any associated standards.
F2	An approved medical practitioner must ensure that any medicines related to a health assessment, health assessment review and/or retirement health assessment are handled appropriately.
F2.1	An approved medical practitioner must ensure that staff follow a recognised framework for medicines management.

G. Compliance with guidelines, policies, standards and forms	
G1	Approved medical practitioners and approved health professionals must comply with all guidelines, policies, standards, and/or forms as listed in this Standard (as amended from time to time or replaced) for Order-related services.
G1.1	Approved medical practitioners and approved health professionals must ensure currency of any guidelines, policies, standards, and/or forms.
G1.2	Approved medical practitioners and approved health professionals must comply with any reasonable written instructions by Coal Services regarding the use of guidelines, policies, standards, and/or forms in the event of any amendment and/or replacement.

H. Relationships with coal mine workers or prospective coal mine workers	
H1	An approved medical practitioner must ensure that coal mine workers or prospective coal mine workers are treated fairly and in line with any professional standards.
H1.1	An approved medical practitioner must inform coal mine workers or prospective coal mine workers about how their personal health information is recorded and used, how to access their personal information, and their rights in relation to how their personal health information is used and shared.
H1.2	An approved medical practitioner must ensure that informed consent for a health assessment, health assessment review and/or retirement health assessment and any associated testing has been obtained for the use of coal mine workers' or prospective coal mine workers' personal health information in accordance with items A1.1 and A1.2 'Compliance' of this Standard (refer page 3).

I. Reasonable request	
I1	The approved medical practitioner must cooperate with any reasonable process or request by Coal Services and/or third parties engaged by Coal Services for the purpose of administering the Order. The approved medical practitioner must comply with these requests for information within 14 days.
I1.1	The approved medical practitioner must participate in any reasonable request by Coal Services regarding the delivery of Order-related services, as required.

J. Insurances

J	The approved medical practitioner must hold and maintain sufficient insurance cover for any reasonably foreseeable losses that might result from carrying out any activity related to the provision of the health assessments, including medical malpractice/medical indemnity, workers' compensation, public liability, and occupier liability insurance.
J1.1	An approved medical practitioner will maintain professional indemnity insurance as required by the AHPRA.
J1.2	An approved medical practitioner will maintain insurance coverage for medical malpractice, workers' compensation, public liability, and occupier liability.
J1.3	An approved medical practitioner must provide evidence of currency upon request by Coal Services.

K. Auditing

K1	The approved medical practitioner agrees to participate in audits of Order-related services.
K1.1	The approved medical practitioner must, upon 14 days' notice, permit Coal Services personnel, and/or any persons nominated by Coal Services, access to any Order-related clinical, equipment, training, and qualifications records.

L. Notification of change in circumstances — ongoing disclosure obligation

L	The approved medical practitioner must notify Coal Services of certain facts or changes in the approved medical practitioner and approved health professional's circumstances within 14 days of the relevant fact or change arising, including as relevant:
L1.1	A change in name, business address or contact details of the approved medical practitioner or approved health professional.
L1.2	Any new conditions, undertakings, cautions or reprimands on the approved medical practitioner or approved health professional registration.
L1.3	Any new suspensions or cancellations of the approved medical practitioner or approved health professional registration.
L1.4	The approved medical practitioner or approved health professional's professional indemnity membership or insurance being made conditional, not renewed, or limited.
L1.5	The approved medical practitioner must inform Coal Services within 14 days of when an approved health professional or third party is no longer engaged to perform a component of a health assessment, health assessment review and/or retirement health assessment on their behalf.

M. Conflict(s) of interest

M	The approved medical practitioner must notify Coal Services if a conflict of interest exists or is likely to arise in connection with the carrying out of any Order-related service.
M1.1	An approved medical practitioner must notify Coal Services in writing of any potential, perceived, or actual conflict of interest within 14 days.

N. Completion of Order-related services	
N1	An approved medical practitioner must complete Schedule 1 of the Order.
N1.1	An approved medical practitioner is responsible for ensuring that all matters and health examinations outlined in Schedule 1 of the Order are carried out.
N2	An approved medical practitioner must submit all the matters specified in Schedule 1 of the Order, in the form approved and provided by Coal Services (as amended from time to time or replaced).
N2.1	An approved medical practitioner must comply with the document requirements management as detailed in the External Order 43 - Guide to conducting <i>Order 43 Medical Assessments (April 2025)</i> (External Doctor Network).
N2.2	An approved medical practitioner must ensure that handwriting is legible, and any changes made are initialled (no whiteout to be used) by the approved medical practitioner.
N2.3	An approved medical practitioner must ensure that scanned paperwork is legible.
N3	An approved medical practitioner must provide the PCBU with a health assessment certificate.
N3.1	An approved medical practitioner must submit (in the form and application approved and provided by Coal Services) the completed health assessment information within 30 days of the health assessment date, unless by other arrangement.
N4	An approved medical practitioner must obtain chest imaging and a chest imaging report.
N4.1	<p>A coal mine worker chest image must meet the following requirements:</p> <ul style="list-style-type: none"> > chest x-rays must be reported to the ILO International Classification of Radiographs of Pneumoconioses > chest x-rays must be reported on by a minimum of 2 medical practitioners registered by the AHPRA as a Radiologist with unrestricted practice in Australia, who have B-reader accreditation based on the NIOSH following the dual read protocol <ul style="list-style-type: none"> – a medical practitioner can complete chest x-ray reports if registered by the AHPRA as a Radiologist with B-reader accreditation based on the NIOSH following the dual read protocol – a medical practitioner can report on HRCT scans if registered by the AHPRA as a Radiologist with B-reader accreditation based on the NIOSH and reported to the ICOERD classification > a copy of the chest image report must be submitted to Coal Services > a copy of the chest image(s) must be provided to Coal Services upon request.

O. Provider Declaration Form (External Doctor Network)	
O1	Approved medical practitioners must submit a Coal Services External Order 43 Provider Declaration Form.
O1.1	Approved medical practitioners must submit an External Order 43 Provider Declaration Form on a calendar year quarterly basis, in the form approved and provided by Coal Services (as amended from time to time or replaced).
Note: One form per practice signed by all approved medical practitioners and the practice manager.	

P. Request to Release Information to External Order 43 Medical Provider Form (External Doctor Network)

P1	An approved medical practitioner must submit a Coal Services Request to Release Information to External Order 43 Medical Provider Form to request previous spirometry, including any complex lung function testing (CLFT) and chest imaging reports.
P1.1	An approved medical practitioner must obtain consent from a coal mine worker for Coal Services to release previous spirometry, including any CLFT and chest imaging reports.
P1.2	The Request to Release Information to External Order 43 Medical Provider Form must be submitted to Coal Services prior to the finalisation of the coal mine worker's health assessment, health assessment review and/or retirement health assessment.
Note: This ensures approved medical practitioners are compliant with the NSW Coal Industry Respiratory Health Standard .	

Non-compliance to the Coal Services Clinical and Service Standard

Failure to comply with any aspect of the Coal Services Clinical and Service Standard may result in a review by Coal Services to assess the individual's approval status as an approved medical practitioner or approved health professional.

Potential outcomes include:

- > audit against the Order and the Coal Services Clinical and Service Standard
- > investigation of the allegations made against an approved medical practitioner or approved health professional
- > temporary suspension of approval pending investigation
- > suspension of approval until corrective actions are implemented as directed by Coal Services
- > removal of approval status.

Coal Services will provide correspondence to the approved medical practitioner or approved health professional notifying the outcome of the review.

Q. Suspension or removal of approval status for approved medical practitioner or approved health professionals

Q1	Coal Services may suspend an approved medical practitioner or approved health professional if Coal Services identifies any failure to comply with any aspect of the Order and/or the Coal Services Clinical and Service Standard. This may include the below where:
Q1.1	The approval was granted by Coal Services based on the provision of incorrect or misleading information by an approved medical practitioner or an approved health professional.
Q1.2	Coal Services finds the approved medical practitioner or approved health professional has failed to comply with a requirement of the approval.
Q1.3	Coal Services finds the approved medical practitioner or approved health professional has failed to conduct health assessments in accordance with the requirements of the Order.

Q1.4	Coal Services finds the approved medical practitioner or approved health professional is not a fit and proper person.
Q1.5	Coal Services finds the approved medical practitioner or approved health professional poses a health or safety risk to coal mine workers or prospective coal mine workers.
Q2	A show cause notice will apply if Coal Services is considering taking action to remove the approval status of an approved medical practitioner or approved health professional.
Q2.1	<p>Coal Services must provide the approved medical practitioner or approved health professional a show cause notice advising:</p> <ul style="list-style-type: none"> > Coal Services is considering removing approval status > the reasons for considering removing approval status > that the approved medical practitioner or approved health professional may, within one week from the notice date or greater period as agreed to by Coal Services, submit a written response to the show cause notice.
Q3	Coal Services will notify of a decision regarding the approval status of the approved medical practitioner or approved health professional.
Q3.1	Coal Services will provide the approved medical practitioner or approved health professional with its decision in writing after considering the response to the show cause notice or in the absence of a response to the show cause notice.

Becoming an approved medical practitioner or approved health professional

Approved medical practitioners

Expression of interest registration

- > Medical practitioners seeking approval to conduct health assessments must complete an [expression of interest form](#), available on the Coal Services [website](#).
- > Submissions are considered based on the receipt of all the required information.
- > Complete an application for the NSW coal industry Medical Practitioner Accreditation Course

Approved medical practitioner course pre-requisites

Prior to attending the course, medical practitioners must:

- > complete an initial *Provider Declaration Form* (confirming agreement to comply with requirements of Coal Services)
- > complete the AHPRA Check Consent Form
- > complete Coal Services E-Learning modules
- > provide training evidence: proof that the medical practitioner has completed any other relevant training required for health examinations listed in Schedule 1 of the Order
- > request approval for health professionals: if the medical practitioner intends to delegate any part of the health examinations to a health professional, an application for their approval must be submitted
- > provide a statement of equipment calibration: the medical practitioner must submit the *Statement of Equipment Calibration form*, which includes evidence of calibration and/or a certificate of stability provided by the equipment manufacturer
- > supply a work-issued email address:
 - the medical practitioner must provide a work-issued email address to enable access to the EDN portal which is used to submit health assessments
 - the medical practitioner must provide a work-issued email address for any health professionals who will require access to the EDN portal which is used to submit health assessments
 - the medical practitioner must provide a work-issued email address for any administrative staff who require access to the EDN portal. Additionally, the medical practitioner must provide their full name, and position title.

Course attendance

Medical practitioners must:

- > attend a face-to-face one-day training course held at a Coal Services nominated location, facilitated by Coal Services
- > undertake and meet accreditation requirements as examined in an assessment task at the completion of the training course.

Accreditation

Upon the successful completion of the Medical Practitioner Accreditation Course, the Medical Practitioner will receive a Certificate of Accreditation.

Probationary period

Coal Services will audit at least 50% of health assessments submitted by the approved medical practitioner within the first 6 months of approval. Based on audit outcomes, additional training and/or support may be required where recurring issues or areas of concern are identified.

Coal Services may extend the audit period for health assessments submitted by the approved medical practitioner based on audit outcomes.

Approved health professionals

Application for approval

- > Health professionals intending to perform health examinations on behalf of an approved medical practitioner must have an application for approval submitted to Coal Services by the approved medical practitioner.
- > Health professionals are required to provide evidence of mandatory training completed with Coal Services-approved training providers (as listed on Coal Services website).

Coal Services unique identifier

- > Approved medical practitioners and approved health professionals will receive a unique identifier upon completion of accreditation requirements.

Order required information and health examinations

Health examinations

Audiometry

- > Approved health professionals and approved medical practitioners who perform audiometry screening must have completed an approved training course by a provider listed on the Coal Services website prior to conducting Order-related audiometry testing.
- > Audiometry screening shall comply with [AS/NZS 1269.4:2014: Occupational noise management Part 4: Audiometry assessment](#) (as amended from time to time or replaced) where applicable.
- > The audiometric equipment must be maintained and calibrated in accordance with the manufacturer's recommendations and any associated standards.

Coal mine worker chest imaging and report

- > Chest x-rays must be reported to the ILO International Classification of Radiographs of Pneumoconioses.
- > Chest x-rays must be reported on by a minimum of 2 medical practitioners registered by the AHPRA as a Radiologist with unrestricted practice in Australia, who have B-reader accreditation.
- > A medical practitioner can complete chest x-ray reports if registered by the AHPRA as a Radiologist with B-reader accreditation based on NIOSH following the dual read protocol.
- > A medical practitioner can report on HRCT scans if registered by the AHPRA as a Radiologist with B-reader accreditation based on NIOSH and reported to the ICOERD classification.
- > A copy of the chest image report must be submitted to Coal Services.
- > A copy of the chest image(s) must be provided to Coal Services upon request.
- > The approved medical practitioner must ensure the current chest imaging report(s) are compared with any previous coal mine worker chest imaging report(s) to identify any changes or abnormalities.
- > If a coal mine worker has completed a HRCT of the chest, this may be accepted in place of a chest x-ray if not already completed.

Note: Approved medical practitioners who work in the EDN should refer to item P 'request to release information' in this Standard (refer to page 9) to obtain previous chest imaging report(s).

Respirator fit testing

- > Any persons who perform respirator fit testing must have completed an approved training course by a provider listed on the Coal Services website prior to conducting Order-related respirator fit testing.
- > Respirator fit testing is only completed when requested by the PCBU.
- > Order-related respirator fit testing shall follow [Occupational Safety and Health Standard 1910.134 App A: Section C Quantitative Fit Test \(QNFT\)](#) (as amended from time to time or replaced).
- > The fit testing equipment must be maintained and calibrated in accordance with the manufacturer's recommendations and any associated standards.
- > All testing must be completed in accordance with [AS/NZS 1715:2009: Selection, use and maintenance of respiratory protective equipment](#) (as amended from time to time or replaced). Whereby the QNFT is not tested in accordance with this Standard, details must be included on the original respirator fit testing report and in the health assessment.
- > The QNFT result must produce an overall fit test number, which is essential to ensure that a respirator passes and provides an adequate seal on the coal mine worker's face.

Respiratory system review

- > A respiratory system review includes examination, palpation, percussion, and auscultation of the chest.

Spirometry

- > Approved medical practitioners and approved health professionals must have completed an approved training course by a provider listed on the Coal Services website prior to conducting Order-related spirometry.
- > Approved medical practitioners must have completed an approved training course in spirometry interpretation by a provider listed on the Coal Services website prior to reviewing and managing Order-related spirometry results.
- > A review of the respiratory system, including chest examination, auscultation and the completion of a standardised respiratory questionnaire (SRQ) based on the *MRC (UK) Respiratory Questionnaire 1986* (as amended from time to time or replaced) must be completed with each spirometry assessment.
- > All Order-related spirometry testing must comply with the *2022 Thoracic Society of Australia and New Zealand Standards for the [Delivery of Spirometry for Resource Sector Workers](#)* (as amended from time to time or replaced).
- > The [NSW Coal Industry Respiratory Health Standard](#) (as amended from time to time or replaced), based on best practices, supports approved medical practitioners in making consistent, evidence based clinical decisions regarding a worker's health. Compliance with the Respiratory Health Standard is required when managing spirometry test results.
- > The spirometry equipment must be maintained and calibrated in accordance with the manufacturer's recommendations and any associated standards.

Standardised respiratory questionnaire (SRQ)

- > This questionnaire is based on the *MRC (UK) Respiratory Questionnaire 1986*. A copy of the SRQ is available and referenced in the NSW Coal Industry Respiratory Health Standard.
- > The SRQ must be completed with every health assessment and with any ongoing respiratory monitoring health assessment reviews, i.e., spirometry health assessment review and CLFT.
- > Any conditions identified in the SRQ must be explained in health assessment medical history.

Other clinical investigation requirements

Complex lung function testing (CLFT)

- > CLFT can be completed by:
 - Coal Services
 - a TSANZ accredited respiratory function laboratory or a respiratory physician
 - other health providers able to demonstrate spirometry and DLCO training and are approved by Coal Services.
- > Providers not accredited by TSANZ must provide evidence of currency of calibration for any equipment used.

Health assessment certificate and reports

Health assessment certificate and reports

Audiometry report

- > An audiometry report is a compilation of the audiometry test results. Refer to Appendix B for an example of the details that should be included in the report.
- > The report must be submitted with the health assessment certificate as a supplementary document.

Chest imaging report

- > A chest imaging report is issued by the Radiologist.
- > Chest x-rays must be reported to the ILO International Classification of Radiographs of Pneumoconioses.
- > Chest HRCT scans must be reported to the ICOERD classification.
- > The report must be submitted with the health assessment certificate as a supplementary document.

Health assessment certificate

- > The health assessment certificate must be completed on the template supplied and approved by Coal Services.
- > It is the responsibility of the approved medical practitioner to ensure that all the fields on the health assessment certificate are completed correctly.
- > The health assessment certificate must be dated and signed by the approved medical practitioner to endorse the documented information.

Respirator fit testing report

- > A respirator fit testing report is a compilation of the respirator fit testing results. Refer to Appendix C for an example of the details that should be included in the report.
- > The report must be submitted with the health assessment certificate as a supplementary document when the testing has been requested by a PCBU.

Schedule 14 health monitoring

- > Schedule 14 health monitoring refers to the results of any health monitoring from Schedule 14, Work Health and Safety Regulation 2017 (NSW) (as amended from time to time or replaced).
- > The report must be submitted with the health assessment certificate as a supplementary document when the testing has been requested by a PCBU.

Legislation, standards, resources and forms

Legislation, standards, resources, and forms (as amended from time to time or replaced)
Legislation
<i>Coal Industry Act 2001 (NSW)</i>
Coal Service Health Monitoring Requirements for Coal Mine Workers Order No. XX
<i>Health Records and Information Privacy Act 2002 (NSW)</i>
<i>Privacy Act 1988 (Cth)</i>
<i>Privacy and Personal Information Protection Act 1998 (NSW)</i>
Work Health and Safety Regulation 2017 (NSW) Schedule 14
Standards
AS/NZS 1715:2009: Selection, use and maintenance of respiratory protective equipment
AS/NZS 1269.4:2014: Occupational noise management Part 4: Audiometry assessment
NSW Coal Industry Cardiovascular Health Standard, Coal Services, 2025
NSW Coal Industry Respiratory Health Standard, Coal Services, 2024
Occupational Safety and Health Standard 1910.134 App A: Section C Quantitative Fit Test (QNFT)
Standards for Spirometry Training Courses, Thoracic Society of Australia and New Zealand, 2022
Standards for the delivery of spirometry for the resource sector workers, Thoracic Society of Australia and New Zealand, 2022
Resources
Coal Services approved training courses and providers for Spirometry, Audiometry and Respirator Fit Testing
Coal Services Risk Category Guidelines
CS Health Similar Exposure Groups (SEGs)
Health Examinations — scope of work (refer to Appendix A)
Medical Research Council (UK) Respiratory Questionnaire 1986
The National Institute for Occupational Safety and Health (NIOSH) Radiographic Screening and B Reader Program

Forms
AHPRA Check Consent Form
Annual Spirometry Declaration
Statement of Equipment Calibration
Application for the NSW coal industry medical induction program
Application to become an approved health professional
Application to become an approved medical practitioner
Expression of interest to become an approved medical practitioner
External Order 43 – Guide to conducting Order 43 Medical Practitioner Assessments (April 2025)
External Order 43 Provider Declaration Form
Request to Release Information to External Order 43 Medical Provider
Health Assessment Certificate

Appendices

Appendix A: Health examinations — scope of work

This table lists the information and health examinations to be performed by approved medical practitioners and approved health professionals to comply with Schedule 1 of the Order.

Health Assessment Schedule 1	Approved Medical Practitioner	Approved Health Professional			
		Registered Nurse	Accredited Exercise Physiologist	Physiotherapist	Occupational Therapist
Detailed work history*	●	●	●	●	●
Detailed medical history*	●	●	●	●	●
Spirometry test**	●	●	●	●	●
Spirometry interpretation	●				
Standardised respiratory questionnaire	●	●	●	●	●
Chest examination and auscultation	●			●	
Audiometry**	●	●	●	●	●
Hearing assessment	●				
Vision	●	●			●
Full musculoskeletal assessment	●		●	●	
Cardiovascular assessment inc. heart sounds	●				
Blood pressure assessment	●	●	●	●	●
Pulse rate	●	●	●	●	●
Urinalysis	●	●	●	●	●
Height, weight, neck circumference and BMI	●	●	●	●	●
Waist measurement	●	●	●	●	●
Abdominal examination*	●			●	
Random cholesterol (non-fasting)	●	●	●	●	●
Random blood glucose test (non-fasting)	●	●	●	●	●
Neurological examination*	●			●	
The Kessler psychological distress scale (K10)	●	●	●	●	●
The STOP BANG questionnaire	●	●	●	●	●
Alcohol audit	●	●	●	●	●
Cardiovascular risk assessment	●	●	●	●	●
Hazard exposure questionnaire	●	●	●	●	●
Chest imaging report review	●				
Health certification	●				
Optional health examination, performed at the request of the PCBU:					
Schedule 14, Work Health & Safety Regulation 2017 (NSW)	●				
Respirator fit test**	●	●	●	●	●

* If completed by an approved health professional as indicated in the scope of works table, the results must be reviewed and confirmed by an approved medical practitioner.

** Training must be completed with one of the training providers listed on the Coal Services website and evidence of completion emailed to Coal Services.

Appendix B: Sample audiometry report

Audiometry report

Full name	
Date of birth	
Name of tester	
Date of examination	

Audio History

Evidence of exposure to loud noise in past 16 hours prior to testing?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Currently suffering from ear / upper respiratory infection?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Is Tinnitus present now?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Recurrent ear infections?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Exposure to excessive loud noise outside of work? (recreational shooting / musical instrument / power tools)	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Family history of hearing loss?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Auditory canals normal?	Not Visualised	<input type="checkbox"/>	Yes	<input type="checkbox"/>
Tympanic membranes normal?	Not Visualised	<input type="checkbox"/>	Yes	<input type="checkbox"/>
Hearing meets commercial driver standard?	Not Applicable	<input type="checkbox"/>	Yes	<input type="checkbox"/>
Hearing meets national rail standard?	Not Applicable	<input type="checkbox"/>	Yes	<input type="checkbox"/>

Initial test

kHz	500	1000	1500	2000	3000	4000	6000	8000	Loss %	Binaural Loss %
Right										
Left										

Retest

Yes ☐ No ☐

kHz	500	1000	1500	2000	3000	4000	6000	8000	Loss %	Binaural Loss %
Right										
Left										

Audiogram

Audiogram graph inserted here

Has there been any significant change compared to previous audiograms?

Unknown ☐ Yes ☐ No ☐

Comments

Appendix C: Sample respirator fit testing report

Quantitative Respirator Fit Testing Report

Full name	
Date of birth	
SEG number	
Date of test	
Name of tester	

PortaCount Serial Number:		Protocol:	
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Facial Hair:		Respirator protection normally used:	
Trial	Respirator used for test	Trial result	If fail, indicate likely cause:
1			
2			
3			
4			

Overall result:		Overall Fit Factor:	
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Conclusions and recommendations

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