



The OHCOW Team *Supporting Workers; Preventing Illness & Injury*

OCCUPATIONAL HYGIENISTS | ERGONOMISTS | OCC HEALTH NURSES & PHYSICIANS | **CLIENT SERVICE COORDINATORS** | OCCUPATIONAL HEALTH COORDINATORS

Client Service Coordinators

Coordinators use their array of technical knowledge, interpersonal and administrative skills to liaise with patients, workers, employers, professionals, and community partners to identify needs, communicate options, navigate solutions, and keep things organized and on track. Coordinators aid to maximize service delivery and effectiveness, and to expand our reach and impact.

What Client Service Coordinators Do:

- Provide information on OHCOW services.
- Respond to patient/client/representative with concerns about work relatedness of health issues.
- Respond to individuals or organizations making inquiries or requesting group services or knowledge transfer. If required, inquiry or group service request will be directed to the appropriate discipline for further action.
- Schedule and coordinate appointments, interactions, and follow ups with patients and clients.
- Review incoming patient/client related information to determine further requirements.
- Receive, respond to, and direct incoming clinic correspondence, as well as prepare outgoing correspondence.
- Participate in clinic prevention projects as part of the inter-disciplinary team.

Occupational Health Clinics for Ontario Workers Inc. (OHCOW) is dedicated to the identification and prevention of work-related illnesses. We offer information and inquiry services, ergonomic and hygiene assessments of workplaces, medical diagnostic services, outreach and education, research services and group services for Joint Health and Safety Committees and other worker groups.

Contact us

Phone: 1-877-817-0336

Email: ask@ohcow.on.ca

Visit our web site

www.ohcow.on.ca

Find us on social media

