1. Aim

- The UK P&I Club Pre-employment Medical Examination (PEME) Programme exists in order to ensure that seafarers employed by Members of the UK P&I Club are sufficiently medically fit to carry out their full tour of duty.

- The UK P&I Club medical examination may be done in tandem with an examination by the local maritime authority which may be required by the employer and/or any other examination necessary to comply with the vessel's flag state requirements. The UK P&I Club Medical is not intended to replace an employers obligation to meet the requirements of a local maritime authority or the vessel's flag state.

- The PEME programme does not presume to lay down new standards, but aims to ensure that existing standards are properly and thoroughly applied.

- The quality of the medical examination is assured by the regular audit of participating clinics.

2. Examining Doctors

- Doctors and clinics approved by the UK P&I Club to carry out a UK P&I Club PEME must have experience of occupational health and also in the particular problems experienced by seafarers while under-taking their roles onboard ships.

- They must be approved examiners for their own country's maritime administration, where such a system exists. (This information should be entered under 'Authorising body' on page 1 of the examination form, or otherwise enter N/A if not approved locally).

- All examining doctors must therefore be fully aware of the guidelines and standards regarding fitness for sea service laid down by the ILO and relevant authority in their own country, and must conform to these.

- For the purpose of the UK P&I Club PEME, the Club requires that the standards set by the UK Maritime and Coastguard Authority (MCA) are used by all examining Doctors in order to determine whether a seaman is fit for sea service.

- Responsibility for the decision as to whether the seafarer is fit or not rests solely with the examining doctor unless they feel they should refer the case for a more expert medical opinion.

- On no occasion should the UK P&I Club or any of its Members be requested to become involved in the decision to find a seafarer fit or unfit for sea service.
3. Medical Form

- The medical examination should be recorded on the UK P&I Club PEME form.
- Each page should carry the ID (passport or discharge book) number and UK P&I Club internet reference number of the seafarer.
- It is essential that the seafarer produces a valid photographic ID document at each examination. This must also be produced if the seaman is sent for further tests elsewhere outside the main clinic.

4. Examination

The standard UK P&I Club PEME consists of the following:

a. Personal details as required on page 2.

b. A full medical history, following the information required on the questionnaire found on pages 2 and 3. This section must be discussed with the seafarer by the examiner. It is not sufficient to simply ask the seafarer to complete this part of the form.

c. A full physical examination as detailed on page 4. This should include an examination by a dentist where possible and required. (A dental referral is required in any case where the seafarer is not found dentally fit.)

Audiometry is required for deck and engine crew, and others who have an equivocal/inconclusive whisper test.

d. All tests as on page 5 with the following identified exceptions:

  i. Chest X-ray
      This element must be completed in the below cases, however, is not required otherwise.
      1. For all new entrants
      2. Annually for applicants from countries where tuberculosis or HIV are prevalent
      3. At every medical examination where clinically indicated

  ii. Electrocardiogram
      This element must be completed in the below cases, however, is not required otherwise.
      1. For applicants over the age of 40
      2. At every medical examination where clinically indicated

  iii. Food handlers screen
       (optional at Club Member’s request) only for staff involved in the preparation or service of food.

  iv. HIV test and urine drug and alcohol screen only where required by the hiring company and not in breach of local employment legislation.

  v. If Hepatitis B surface antigen is negative, further Hepatitis markers are not required.

e. Any further tests requested by the employing company which have been pre-agreed with the UK P&I Club should be recorded on page 5.

f. Any vaccines required should be given, reference being made to current W.H.O. guidelines, as well as appropriate lifestyle advice.

Vaccination fees are paid by the seafarer unless prior agreement has been provided by the manning agent, employer and or the UK P&I Club that they will meet the cost of same.

5. Extent of Examination

- All seafarers must undergo a full medical examination, even in the case where a condition is revealed that would render the seafarer either permanently or temporarily unfit for sea service, thus providing the opportunity for the discovery of further significant conditions that may otherwise be missed.

This information may be required in the event that a seafarer, who is found permanently unfit for duty, elects to take the case to appeal. It may also avoid the situation where, upon the re-testing of a seafarer following the resolution of a condition that rendered him/her temporarily unfit, another condition that existed at the time of the initial examination is discovered that renders him/her permanently unfit.

6. Validity

- The medical examination should be performed no more than two months prior to the anticipated date of joining a ship.

- Each certificate should be considered valid for a period of one year unless advised.
7. Appeal

- A seafarer who fails their examination based upon the local maritime standards and who wishes to appeal should be referred as recommended by the local maritime administration.

- If a seafarer is found to be temporarily or permanently unfit, this should be recorded on the record of the examination and on the fitness certificate.

- It must be made quite clear whether the seafarer has been found unfit according to the statutory standards of the country concerned, or by other standards imposed by the shipping company.

11. Participating Members

- Only crew of members confirmed by the UK P&I Club can undertake the UK P&I Club examination.

The UK P&I Club PEME medical form and documentation is the intellectual copyright of the UK P&I Club.

On no account should an approved clinic issue a UK P&I Club PEME medical certificate to unauthorised parties or without a valid PEME internet reference number.

Any questions concerning these guidelines should be addressed to the PEME Programme Director, and sent via email, to Peme.UKClub@Thomasmiller.com

8. Distribution

- The original medical certificate (Page 1 only) should be given to the seafarer, and a copy taken by the examiner and kept with the original record of examination. The storage of this documentation must be undertaken in compliance with the law applicable to the country in which the PEME examination is performed.

- A copy of the medical certificate should be sent by email to the UK P & I Club PEME Team upon request.

9. Fee

- All medical fees are to be submitted via the online Feesable system unless pre-agreed by the UK P&I Club. The online fee should include the standard examination charge plus a clear breakdown of any extra/optional test or examinations previously agreed by the UK P&I Club.

All medical charges are pre-agreed by the UK P&I Club following discussions with each clinic. Clinics are not permitted to enter into negotiations on matters of pricing with any parties outside the UK P&I Club PEME Team.

10. Repeat testing

- The PEME programme will fund separately a single repeat, if indicated, of any of the tests within the standard examination which give borderline results.

- No other referral or tests required to investigate health issues discovered at the examination will be funded by the Club.

- The standards set by the UK Maritime and Coastguard Authority (MCA) must be used by all examining doctors in order to determine whether a seaman is fit for sea service.

- All seafarers must undergo a full medical examination, even in the case where a condition is revealed that would render the seafarer either permanently or temporarily unfit for sea service, thus providing the opportunity for the discovery of further significant conditions that may otherwise be missed.

- Responsibility for the decision as to whether the seafarer is fit or not rests solely with the examining doctor unless they feel they should refer the case for a more expert medical opinion.

- On no occasion should the UK Club or any of its Members be requested to become involved in the decision to find a seafarer fit or unfit for sea service.

- Referral or follow on: no tests required to investigate health issues discovered at the examination will be funded by the Club.
**PEME Team**

**Sophia Grant** - Manager  
Sophia joined Millers in 1992 and from 1994 worked as a claims handler dealing mainly with French and Spanish members. Sophia assisted with the Worldwide distribution of the Oasis claims handling system during 2002. From 1998 Sophia was manager of the Europe Region Service Team before she took over the management of the PEME Programme in March 2004.

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**Stuart Last** - Assistant  
Stuart joined Thomas Miller in 1998 and from 2000 worked as a claims trainee for the UK P&I Club's Greek members. In April 2005 Stuart joined the PEME Programme as Team Administrator. Stuart provides administrative support to the PEME Programme Director and is responsible for production of statistical information.

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**Saidul Alom** - Fee Processor  
Saidul Alom joined Thomas Miller in 2002 and initially worked within the Europe Region Service Team before joining PEME in March 2004. Saidul is responsible for ensuring prompt payment of the clinic fees and all accounting services. Saidul also updates documents on the Club PEME Web Records database.

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