



WHS 004-Rehabilitation & Return to Work Policy

Purpose

We will participate and co-operate in setting up a return to work management plan for any injured worker. We will comply with our obligations under our return to work plan.

Scope

We will manage our responsibilities in respect of workers compensation, rehabilitation and return to work programmes in consultation with our injured worker.

We will develop in consultation with our injured worker, their rehabilitation provider and other medical practitioners as may be necessary a return to work plan

Our role

Rehabilitation and return to work plans are developed in consultation with an injured worker who is incapacitated for work by a compensable disability. Rehabilitation and return to work programmes may also be provided for an injured worker whose claim has not been determined or where a claim is accepted but an injured worker has no immediate prospect of returning to work.

Return to work plan

This is our written offer to you setting out duties that you can perform after consultations have taken place. It will set out what you can and cannot do in relation to your job tasks and will be developed between all parties including your supervisor, your treating doctor and rehabilitation provider.

We will consult with you to assist your return to work. However, should a dispute arise, we will arrange negotiation to take place and if necessary, this will include the regulatory authority (e.g. WorkCover).

Worker responsibilities

You are required to:

1. Advise your supervisor if you have an injury using our Register of Injuries form.
2. Co-operate with your rehabilitation provider and us in developing your return to work programme.
3. Attend medical and rehabilitation assessments.
4. Co-operate in workplace changes
5. You must not engage in activities that could aggravate an existing injury and put your recovery at risk.

If you refuse to co-operate, our insurer may reduce or stop your benefits.

Procedure

You must report and record any work related injury in accordance with our Health & safety processes. To manage the rehabilitation process we will use our process Health & safety - Accident & injury – managed via the Register of Injuries form.

If you have any questions concerning this policy, please discuss this with your supervisor.

Stephen Wallace

Managing Director
1st February 2014