

Return to Work (Recovery at Work) Program Summary

Injury Management is the process that comprises activities and procedures established and undertaken for the purpose of achieving a timely, safe, and durable return to work for workers following workplace injuries/illness. Western Sydney University is committed to preventing injury and illness through providing a safe and healthy working environment and providing for the welfare of workers.

Western Sydney University Health Safety and Wellbeing Policy

The work health and safety of all persons employed in and visiting the workplace is of the utmost importance. Resources to ensure legislative compliance that the workplace is safe and without risks to health, will be made available where reasonably practicable.

Return to Work (Recover at Work) Program

Western Sydney University has, through consultation and agreement with worker representatives, developed a return-to-work program for the management of workers who are injured at work. This program forms part of the operating procedures of the University in accordance with Western Sydney University Injury Management Policy, is consistent with the Insurer's Injury Management program and will be reviewed every two years. Western Sydney University is committed to ensuring that early return to work is a normal practice and expectation in line with research, which indicates that most injured workers recover better at work.

Our Commitment Is:

- To return an injured worker to work as soon as possible (subject to medical opinion).
- To commence the occupational rehabilitation process as soon as possible after a workplace injury.
- To provide early access to rehabilitation services for workers who need them (i.e., rehabilitation providers).
- To maintain the confidentiality of rehabilitation information and records in line with the Privacy Act 1998.
- To provide suitable duties/employment, where reasonably practicable, to injured workers and to otherwise assist them to find alternative employment if they cannot return to their pre-injury job.
- To consult with our workers and any industrial union representing them to ensure that our Return-to-Work Program operates effectively.
- To ensure that participation in the Injury Management Plan and Return to Work Program will not prejudice an injured worker's rights.

It is the University's policy to fully inform such workers of their rights and obligations in relation to:

- their right of choice of nominated treating doctor and rehabilitation provider,
- access to interpreter services where appropriate,
- their right not to be dismissed within six months of injury, solely or principally due to that injury.
- Their participation in a Return-to-Work Program, which will not of itself, prejudice a worker in either job security, promotion or workers compensation benefits,
- their non-participation in an Injury Management Plan or Return to Work Program, which may result in suspension or reduction of weekly benefits,
- their nomination of a treating doctor who is willing to participate in the development of, and in the arrangements under their Injury Management / Recover at Work Plan.

The Return to Work & Injury Management Contacts for this Western Sydney University are:

Amin Abdul Malek (Injury Management Coordinator) a.abdulmalek@westernsydney.edu.au
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Jules Smalley Director of WHS &W j.smalley@westernsydney.edu.au
Ph: (02) 9852 5177 (Ext: 5177) Fax: (02) 9852 5181

Disputes

Disputes shall be resolved by consultation with the worker (and if applicable any industrial union representing them) in order to maintain the spirit of the Return-to-Work Program. Should a dispute not be resolved, contact will be made with Employers Mutual, SafeWork NSW and/or The Workers Compensation Commission (iCare) for assistance

Penalties

Failure to comply with a reasonable requirement of a Return-to-Work Program/Recover at Work Plan may result in suspension of weekly benefits for injured workers, following written notification. § Failure of a nominated treating doctor to participate in the development of and/or in the arrangements under an Injury Management Plan will result in the request for the nomination of another medical practitioner to develop a new plan. § Failure by an injured worker to contact Employers Mutual to discuss a change of Nominated Treating Doctor may result in medical costs not being paid. § Failure by an employer to comply with a requirement under a Return-to-Work Program may result in a premium surcharge.

This Program agreed to on 12th of July 2022 by:



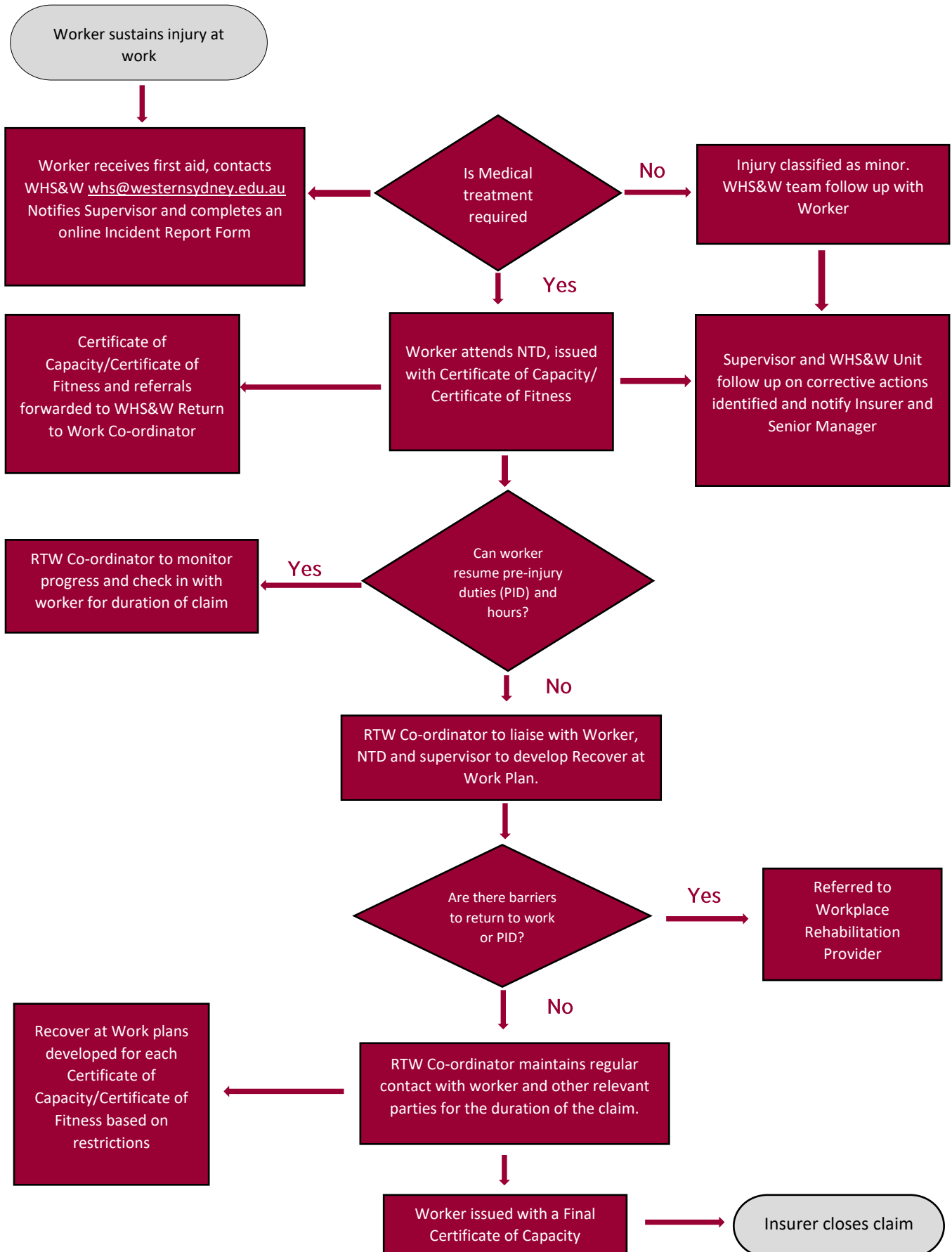
WSU' s Employers Representative
Director, Work Health Safety & Wellbeing



WSU's Workers Representative
Injury Management Coordinator

*For further information contact: The WorkCover Claims Assistance Service (iCare) on 13 77 22. State Insurance Regulatory Authority (SIRA) on 1300 656 969, Workers Compensation Commission for resolution of disputes www.wcc.nsw.gov.au Your rehabilitation provider. Your employer. iCare insurer: Employers Mutual NSW Limited – Phone: (02) 8251 9000 Fax: (02) 8251 9495 Address: GPO Box 4143, Sydney NSW 2001

Procedure in the event of an Injury



RECOVER AT WORK PLAN and RETURN TO WORK PLAN

Claim Number

1. WORKER'S DETAILS

Worker:	
Injury:	
Date of Injury:	
Job title/industrial award classification:	
Location:	
Normal Hours per week:	
Supervisor's details:	

Complete confidence about your Workers Compensation matter will be upheld by the WHS & Wellbeing Unit. Please ensure that you maintain your privacy and that of other staff members involved.

2. WORKER'S CAPACITY

Proposed recover at work goal and associated timeframes:

- Pre-Injury duties with no restrictions - Same job, same employer.

Worker is certified for the following capacity, as detailed on the Certificate of Capacity issued on xx/xx/xxxx:

- | | | |
|---|------|----|
| <input type="checkbox"/> Fit for pre-injury duties | From | |
| <input type="checkbox"/> Has capacity for some type of employment | From | To |
| <input type="checkbox"/> Has no current capacity for any employment | From | To |

Treatment Recommendations:

3. PLAN/DUTIES DETAILS

Date plan was developed: xx/xx/xxxx

Duties available within certified restrictions:

Tasks

Work attendance arrangements:

Equipment, workplace modifications or other strategies identified to support recovery at work

-

Monitoring arrangements (person, contact number and frequency):

Injury Management Coordinator to obtain frequent communication from both injured worker and manager.

4. REVIEW AND PLANNING ARRANGEMENTS

Date of next review: TBA

The following duties are available at the next review (if any):

- Pre-injury duties

I, as Western Sydney University's Work Health Safety and Wellbeing's Injury Management Co-ordinator, confirm that the worker understands that those duties offered that are outside their pre injury duties are offered on a short-term basis, this is to assist in their recovery. In the process all relevant stakeholders have been consulted in the development of this recover at work plan and understand the arrangements as detailed.

The following parties have been provided with a copy of the plan:

☐ Worker ☐ Nominated treating doctor ☐ Supervisor ☐ Insurer

Injured Worker:

Signature:

Date:

Manager:

Signature:

Date:

Injury Management Coordinator:

Signature:

Date: