

Safespear is committed to assisting injured workers to return to work as soon as medically appropriate and will adhere to the requirements of the *Workers' Compensation and Injury Management Act 1981* in the event of a work-related injury or illness.

Management supports the injury management process and recognises that success relies on the active participation and cooperation of the injured worker. As soon as practicable, a return to work plan will be developed with consultation from medical professionals, the injured party and Safespear Management.

Whenever possible, suitable duties will be arranged internally having regard for the injured worker's medical restrictions. Where modified work duties are available to the injured party, our occupational medical clinic (*Sonic HealthPlus* – Kewdale) are to be made aware of the ability for Safespear to provide these modified duties when the injured party is initially consulted.

Once an injury has been sustained by an employee, Safespear will appoint an Injury Management Coordinator internally to ensure the injured party has a single contact point within the business to ensure the return to work procedure is fully complied with.

The nominated Injury Management Coordinator will ensure that communications are maintained throughout the return to work process with all relevant parties including the injured person, the insurance company, the client where relevant and Safespear management. Our Injury Management Coordinator will be expected to attend the initial consultation with the injured party and *Sonic HealthPlus* to convey the requirements of Safespear's return to work policy including the ability to provide alternative work arrangements where appropriate. Tasks will be selected in line with the recommendations made by the medical professional and will only be sanctioned with their consent.

Prior to a full return to work for the injured party, Safespear requires that a final/clearance medical certificate be granted by the medical clinic. It will be the responsibility of the Injury Management Coordinator to ensure that this is in place prior to the restart of work.

All medical records for our staff will remain completely confidential.



Barry McGuire
Chairman