



Rehabilitation & RTW Policy

---

Statewide Door Service recognizes the importance of its people and will provide and strongly support rehabilitation for employees who sustain a work related injury or illness. We will assist injured employees to remain at work or return to work at the earliest opportunity following a work related injury or illness.

We recognize the following commitments:

- Prevention of injury or illness through the provision of a healthy and safe working environment is our primary aim.
- Encourage early reporting of any symptoms of an injury or illness related to the work undertaken.
- Rehabilitation commences at the earliest possible notification of injury in a manner consistent with medical advice.
- Ensuring that a return to work as soon as possible is a normal practice and expectation.
- Providing suitable duties within the workplace for injured or ill employees is an integral part of the rehabilitation process.
- An individual return to work plan will be established at the earliest opportunity, in consultation with the employee and their treating practitioners.
- Confidentiality of employee's information obtained during their return to work or while undertaking occupational rehabilitation services will be maintained.

Signed:.....

Date Signed: ...../...../.....

Review Date(12 Months): ...../...../.....